



Departmental Budgets

DESCRIPTION

This Part of the 2001/2002 *Biennial Budget* presents the Budget on a Department-by-Department basis.

A City of Cincinnati organization chart is provided.

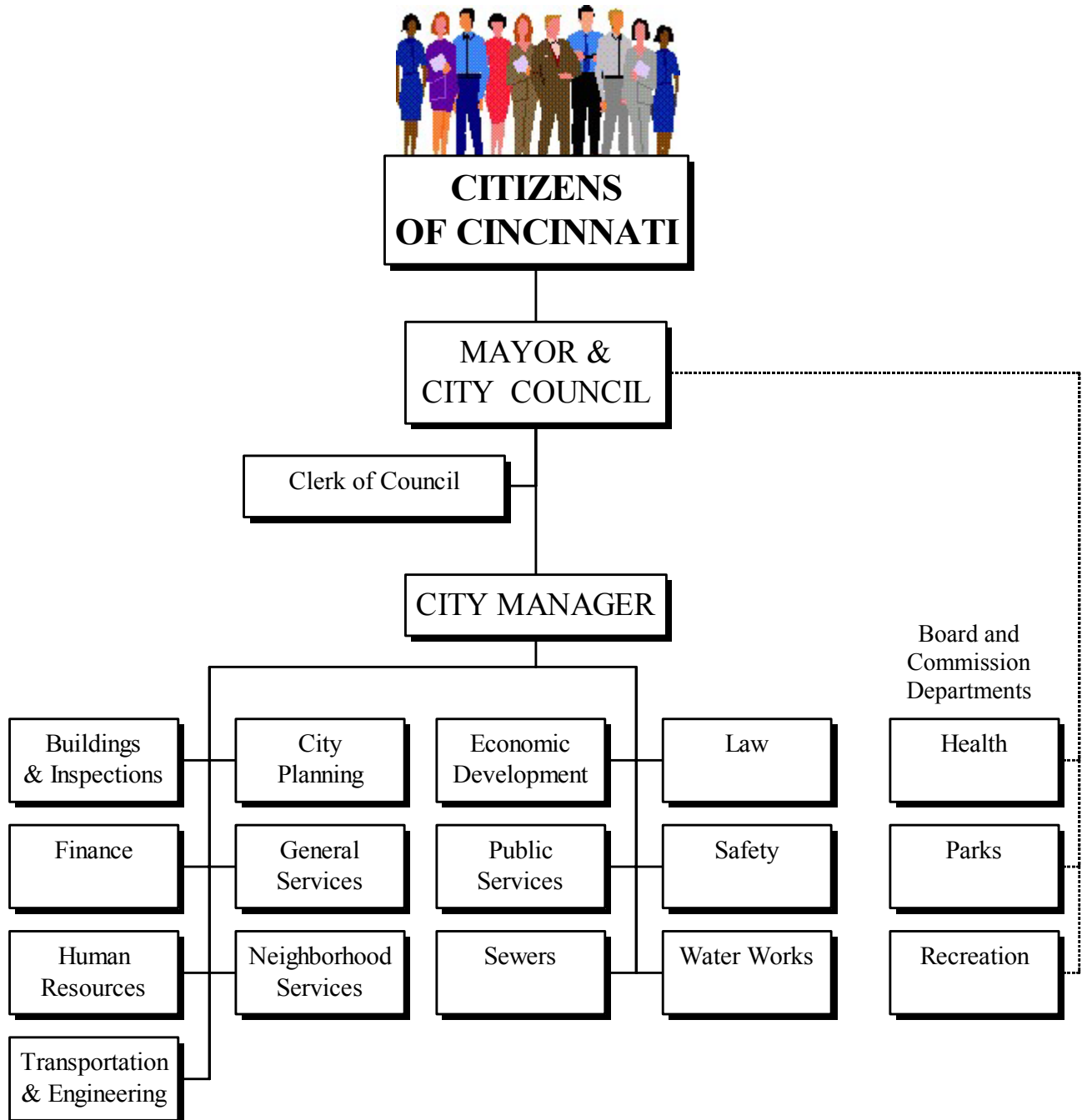
Budgetary data, as well as an organization chart, for each of the various City Departments or Agencies charged with implementing the budgetary objectives established by the City Council is also provided.

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CITY OF CINCINNATI





BUDGET SUMMARIES BY DEPARTMENT

Departmental Budget summaries include the following:

- a Mission Statement
- a Departmental Organization Chart
- a statement of Departmental Functions and Duties
- an Expenditure and Staffing Summary table,
- an Explanation of Budget Changes, and
- an Explanation of Staffing Changes.

Mission Statements were prepared by the Departments and express their primary purpose(s).

Departmental Organization Charts show the main components of each City Department.

Departmental Functions and Duties state how a Department will carry out its Mission. It provides additional details concerning what it is that a Department does - that is, the services it provides. In Part III, specially selected objectives referred to as "Performance Measures" (pages 32 - 62) are shown for all Departments. Actual accomplishments for the year 2000, as well as targeted performance for 2001 and 2002, are shown.

The Expenditure and Staffing Summary table includes the total cost for each Department, by fund type, including employee benefits and other non-departmental costs as appropriate (debt service, motorized equipment, and General Fund overhead). The Expenditure tables do not include internal service funds because the revenue is received from interdepartmental billing for services. For example, the City Hall printing services fund is not included because the in-house printing costs are already in the non-personnel budgets of other Departments. It would be a "double count" of costs to include internal service funds within the Expenditure tables.

The Explanation of Budget Changes describes the significant budget changes included in the 2001/2002 budget after considering the budgeted wage and inflation increases. To continue 2000 services into 2001 the budgeted increase for salaries is 3.0% and the budgeted increase for non-personnel items, such as supplies and services, is 1.9%. For 2002, the budgeted increase for salaries is 3.0% and the budgeted increase for non-personnel items is 2.5%. The explanation of budget changes focuses on the departmental part of the budget which includes personnel costs and supplies and services. Since employee benefits and General Fund overhead are calculated as a percentage of personnel costs (23% and 7.7%, respectively) and these percentages do not vary among departments, they are not explained further. Debt service and motorized equipment budget changes are described if they are significant.

The Explanation of Staffing Changes describes the 2001/2002 staffing changes compared to the 2000 staffing plan for the Department.

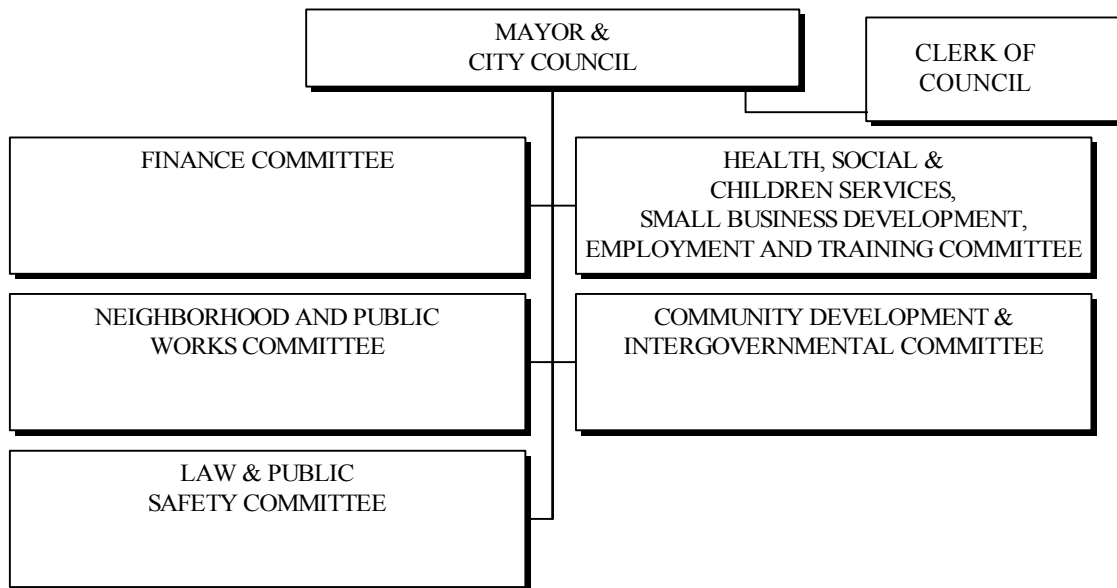


CITY COUNCIL

City Council

Mission Statement

The mission of the City Council is to effectively conduct all legislative functions of the City of Cincinnati. All legislative powers of the City are vested in the City Council subject to the terms of the City Charter and the terms of the Constitution of the State of Ohio.



Functions & Duties

- ◆ **Council Committees.** The major portion of the work of the City Council is conducted by committees. The committee system enables citizens to be heard on matters of particular interest to them at regularly scheduled meetings of each committee and it provides the means for committees to thoroughly consider items before them recommending action to the full City Council. The standing committees of City Council are:
 - Finance Committee
 - Health, Social & Children Services, Small Business Development, Employment and Training Committee
 - Neighborhood and Public Works Committee
 - Community Development & Intergovernmental Committee
 - Law & Public Safety Committee



City Council (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$1,258,250	\$1,307,160	3.9%	\$1,548,950	18.5%
Restricted Funds					
Total	\$1,258,250	\$1,307,160	3.9%	\$1,548,950	18.5%
Total With Employee Benefits	\$1,454,790	\$1,513,780	4.1%	\$1,803,240	19.1%
All Funds Staffing	25.0	28.0	3.0	28.0	0.0

Explanation of Budget Changes

The City Council's 2001 all funds departmental budget of \$1,307,160, not including employee benefits, is a 3.9% increase from the 2000 budget. The budget consists of \$513,810 salaries for the Mayor and eight Councilmembers, and \$793,350 for the Councilmember offices. After considering the budgeted wage and inflation increases, the budget change is primarily due to an increase of \$36,944 for the nine elected officials and a 2.5% budget reduction in the Councilmembers' office budget. A salary increase for County Commissioners will result in an increase for the Mayor and Councilmembers whose salary is established by law as 75% of the Commissioners salaries. The increase also reflects adjustments in personnel of \$8,200 for 1/12th of a salary for the new mayor's position, which will begin on December 1, 2001, and \$7,750 for 1/12th for an additional councilmember.

The 2002 budget of \$1,548,950, not including employee benefits, is a 18.5% increase from the 2001 budget. After considering the budgeted wage and inflation increases, the budget increase is primarily due to additional funding provided to establish and staff the office of the additional Councilmember in the amount of \$100,435. An increase of \$47,445 is also included to provide the additional funding needed for the Mayor's new salary of \$101,890.

Explanation of Staffing Changes

General Fund	3.0	Restricted Funds	0.0	All Funds	3.0
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The total FTE is 28.0 for 2001 and 2002 which is an increase of 3.0 FTE over the 2000 budget. The increase in FTE is due to the addition of 1.0 FTE Councilmember and 2.0 FTE office staff.



Office of The Mayor

Mission Statement

The mission of the Mayor's Office is to serve the citizens of Cincinnati by providing the highest quality constituency service and by proposing and implementing programs that improve the quality of life for people and neighborhoods.

Functions & Duties

- ◆ **City Spokesperson:** The Mayor speaks for all citizens and the Office of the Mayor has the opportunity to offer general policy directions and leadership for the City.
- ◆ **Preside over City Council Meetings:** The Mayor is a member of Council. The Mayor presides at City Council meetings and is responsible for conducting the business of the City Council in an orderly and efficient manner.
- ◆ **City Leader:** In time of public danger or emergency, the Mayor may, with the consent of City Council, take command of the police, maintain order and enforce the law. Should it be deemed necessary, the Mayor may request the Governor to assist the City in restoring order.
- ◆ **Board Appointments:** The Mayor appoints citizens to various boards and commissions with approval from City Council.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$190,780	\$188,170	-1.4%	\$192,490	2.3%
Restricted Funds					
Total	\$190,780	\$188,170	-1.4%	\$192,490	2.3%
Total With Employee Benefits	\$223,260	\$219,640	-1.6%	\$224,660	2.3%
All Funds Staffing	5.0	5.0	0.0	5.0	0.0

Explanation of Budget Changes

The Office of the Mayor's all funds 2001 departmental budget of \$188,170, not including employee benefits, is a 1.4% decrease from the 2000 budget.

Departmental Budgets



Mayor's Office (Cont'd)

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 5.0 for 2001 and 2002 which is the same as the 2000 budget.



CLERK OF COUNCIL

Mission Statement

The mission of the Office of the Clerk of Council is effective custodianship and safeguarding of all official records and documents of the City Council.

Functions & Duties

- ◆ **City Council support:** The Clerk and the Clerk's staff prepare the agenda for each committee and the "Calendar" for the weekly session of the City Council. The office is responsible for informing citizens of public hearings in which they would have a special interest. All City Council committee meetings are videotaped for broadcast on the public access channel.
- ◆ **Keeping the public informed:** The City Bulletin, published weekly by the Clerk of Council, is the official publication of the City of Cincinnati. Ordinances, resolutions, motions, and various legal notices are published in the City Bulletin. Other publications available from the Clerk's Office are the Charter of the City of Cincinnati, the Cincinnati Municipal Code, a directory of City Councilmembers and committee assignments, committee agendas, and the City Council calendar.
- ◆ **Other Services:** Certification of documents and the verification of residence in Cincinnati are additional services provided by this office.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$991,110	\$758,720	-23.4%	\$1,281,770	68.9%
Restricted Funds					
Total	\$991,110	\$758,720	-23.4%	\$1,281,770	68.9%
Total With Employee Benefits	\$1,058,970	\$827,240	-21.9%	\$1,351,840	63.4%
All Funds Staffing	7.0	7.0	0.0	7.0	0.0

Explanation of Budget Changes

The Office of the Clerk of Council's all funds 2001 departmental budget of \$758,720 not including employee benefits, is a 23.4% decrease from the 2000 budget. This decrease is primarily due to the City Council general election expense reduction of \$240,000 that is budgeted every other year. The 2002 budget is a 68.9% increase from the 2001 budget. After considering the budgeted wage and inflation increases, this increase is due to the Board of Election expenses for the 2001 Mayor and City Council



Clerk of Council (Cont'd)

election. The Board of Elections is estimating that it will cost \$300,000 to fund the Mayor's Primary election in May 2001 and an additional cost estimate of \$250,000 for the City Council general election in November 2001 for a total estimate of \$550,000 in election expenses.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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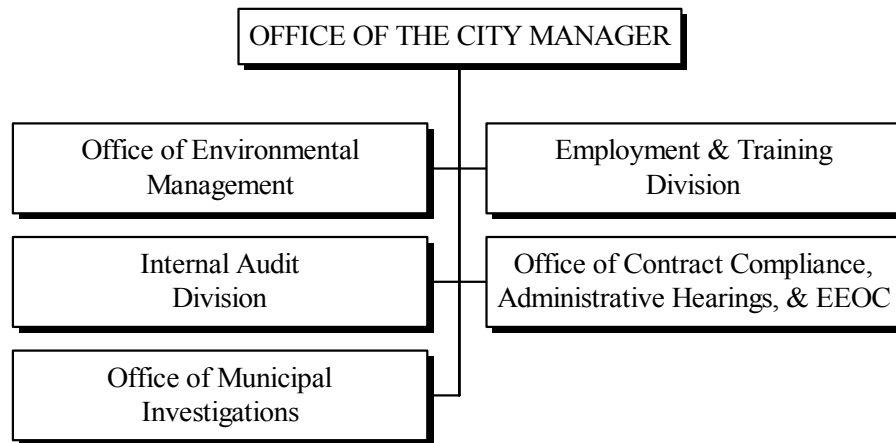
The total FTE is 7.0 for 2001 and 2002 which is the same as the 2000 budget.

CITY MANAGER

Office of the City Manager

Mission Statement

The mission of the City Manager is the overall administration of the day to day business of operating the City - that is, providing and maintaining the essential services of the City.



Functions & Duties

- ♦ **Executive Branch of the City Government:** The execution of the Council's decisions is the paramount responsibility of the City Manager after City Council determines policy and overall direction for the City through its legislative measures.
- ♦ **Chief Executive Officer:** Acting in much the same way as a chief executive officer of a corporation, the City Manager is concerned about the efficient and cost-effective operation of the City. Citizens require and depend upon the City for services. Among them are fire and police protection, recreational facilities, parks, public health clinics, and trash removal. The City Manager delegates responsibility and coordinates the many tasks performed daily by City employees.
- ♦ **Appointment Authority:** In carrying out the responsibilities of fiscal planning and of other areas of City government, the City Manager has the authority to appoint a Deputy City Manager and the heads of Departments and Divisions with the exception of the three Departments overseen by boards and commissions.



City Manager (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$1,302,290	\$1,372,440	5.4%	\$1,404,340	2.3%
Restricted Funds					
Total	\$1,302,290	\$1,372,440	5.4%	\$1,404,340	2.3%
Total With Employee Benefits	\$1,495,490	\$1,573,800	5.2%	\$1,610,000	2.3%
All Funds Staffing	13.0	13.0	0.0	13.0	0.0

Explanation of Budget Changes

The Office of the City Manager's all funds 2001 departmental budget of \$1,372,440, not including employee benefits, is a 5.4% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is primarily due to an increase of \$88,050 for an Assistant to the City Manager position to assist the City Manager with development and empowerment zone initiatives. This increase is offset by reductions in both personnel and non-personnel totaling \$42,400. There is no increase in the division's FTE as the additional position is offset by the transfer of an Administrative Technician position to the Department of Public Services. Additional funds are also provided to continue the annual Volunteer Recognition Ceremony which recognizes citizens who volunteer their time to serve as board and committee members, as well as support city services. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 13.0 for 2001 and 2002 which is the same as the 2000 budget.



Contract Compliance, Administrative Hearings, & EEOC

Mission Statement

The mission of the Office of Contract Compliance & Administrative Hearings (OCC&AH) is to maintain the public trust in City government by monitoring, reviewing, enforcing, investigating and making recommendations to the City Manager in areas designated by City Council ordinance or policy.

Functions & Duties

- ◆ **Administrative Hearings Section:** The Administrative Hearings section provides an effective and efficient forum for hearing cases filed under Supplementary Title XV, Code Compliance and Hearings, of the Cincinnati Municipal Code. A system of administratively assessed civil fines provides the City with a way to more effectively respond to citizen complaints, and reduce the criminal court caseload.
- ◆ **Contract Compliance Section:** Contract Compliance enforces the City of Cincinnati's Affirmative Action Policy concerning the hiring practices of contractors and vendors performing City work (Resolution 21-1998 and City Ordinance #335-1999) and the applicable prevailing wage law, which governs the earnings of construction workers while performing work on a City contract.
- ◆ **Small Business Enterprise Program (SBE):** SBE monitors the progress of City agencies and assists these agencies in meeting the City SBE procurement goals. SBE reviews and certifies business enterprises seeking SBE status and provides technical assistance (direct training and information delivery) to such enterprises.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$940,440	\$951,340	1.2%	\$973,240	2.3%
Restricted Funds	\$74,640	\$75,170	0.7%	\$76,880	2.3%
Total	\$1,015,080	\$1,026,510	1.1%	\$1,050,120	2.3%
Total With Employee Benefits	\$1,191,820	\$1,199,600	0.7%	\$1,227,110	2.3%
All Funds Staffing	17.2	16.2	-1.0	16.2	0.0



Contract Compliance, Administrative Hearings, & EEOC (Cont'd)

Explanation of Budget Changes

The Office of Contract Compliance and Administrative Hearings' all funds 2001 departmental budget of \$1,026,510, not including employee benefits, is a 1.1% increase from the 2000 budget. The 2001 budget changes primarily by the budgeted wage and inflation increases. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund	(1.0)	Restricted Funds	0.0	All Funds	(1.0)
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The total FTE is 16.2 for 2001 and 2002 which is a decrease of 1.0 FTE. The decrease is due to operating efficiencies.



Employment & Training Division

Mission Statement

The mission of the Employment & Training Division (ETD) is to provide a cohesive, flexible, and creative job training and re-training effort which will effectively assist economically disadvantaged youth and adults, dislocated workers, older workers, and other individuals facing serious barriers to employment to obtain productive employment as part of a comprehensive strategy to enhance human resource development; to link the labor supply with the employment needs of employers; and to improve the economic climate in Cincinnati.

Functions & Duties

- ◆ ETD manages job training and workforce development activities funded by the Workforce Investment Act, Temporary Assistance to Needy Families (TANF), TANF E&T, Community Development Block Grant (CDBG) and General Fund.
- ◆ ETD establishes performance standards and monitoring procedures for all employment and training programs, consistent with local economic conditions and target groups, in order to promote effective and innovative training and employment programs.
- ◆ ETD ensures that employment and training programs are based on and utilize the best available information on labor market needs, including state labor market information systems, and other consultation with local employers and employer advisory committees.
- ◆ ETD provides a wide range of training and employment services to disadvantaged adults and youth, dislocated workers, and other unemployed persons which will give them a chance to increase their ability to compete for permanent unsubsidized employment in the labor market.
- ◆ ETD maintains a strong, committed, and involved partnership among Cincinnati business and industry, labor, education, community-based organizations, public agencies, and government.

The Division's major programs are the Workforce Investment Act, TANF, TANF E&T, the Employment Initiatives Program, and the Career Resource Center. The Workforce Investment Act Program, funded through the U.S. Department of Labor, offers vocational education and pre-technical training leading to associate and bachelor degrees and computer assisted basic education for individuals with disabilities.

The particular emphasis of the TANF E&T funding will be on providing job development and job placement, coupled with comprehensive case management, from recruitment and intake through long-term job retention services. With the goals of long-term job retention and skill development to increase earning power, the role of these case managers will include, but not be limited to, mentoring, counseling, assistance with problem solving, job coaching, job retention and career development counseling, etc.

- ◆ The **Employment Initiatives Program**, funded with CDBG dollars, provides the placement of economically disadvantaged City residents with businesses. In addition, the Initiatives Program monitors the hiring of City residents by businesses that have received economic development financial assistance. It also provides a vanpool which transports inner City residents to jobs along the I-275 beltway.
- ◆ The City of Cincinnati's Employment and Training Division (ETD) currently operates **the Greater Cincinnati Career Resource Center**. The Center provides job seekers with access to multiple



Employment & Training (Cont'd)

employment services, such as, City, County and State employment and training programs and agencies; career counseling; a computer lab for Internet job search and word processing; job boards; telephone bank and various office machines. Core job search services are available at the Center and are at no cost to the Customer. The Center also provides businesses with access to databases that contain thousands of qualified job seekers, as well as other employment-related services.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$1,470,080	\$736,240	-49.9%	\$697,950	-5.2%
Restricted Funds	\$4,154,630	\$7,382,720	77.7%	\$7,564,870	2.5%
Total	\$5,624,710	\$8,118,960	44.3%	\$8,262,820	1.8%
Total With Employee Benefits	\$5,707,420	\$8,189,280	43.5%	\$8,333,670	1.8%
All Funds Staffing	5.7	5.7	0.0	5.7	0.0

Explanation of Budget Changes

The Employment and Training Division's all funds 2001 departmental budget of \$8,118,960, not including employee benefits, is a 44.3% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund change is due to the reduction of \$75,000 from the Urban League African-American & Appalachian Males support contract, and the elimination of \$377,560 for the PREP Inc. Construction Workforce Development project (Fort Washington Way), \$150,000 for JTPA Closeout costs, \$125,000 for the Urban League SOAR program, and \$12,500 for the Youth Opportunity Grant support costs.

After considering the budgeted wage and inflation increases, there is a significant increase in the Restricted Funds budget. The 2001 Restricted Funds budget of \$7,382,720 includes \$3,265,810 in Workforce Investment Act (WIA) funds, \$4,046,670 in Temporary Assistance to Needy Families (TANF) funds, and \$70,240 in Income Tax Transit funds. This is a \$3,227,470 increase over the \$4,085,000 in Jobs Training Partnerships Act (JTPA) program funds received by the City in the 2000 approved budget. The JTPA program was terminated by Congress effective June 30, 2000 and replaced by the Workforce Investment Act.

The 2002 budget changes primarily by the budgeted wage and inflation increases; however, final WIA and TANF grant amounts for 2002 are not known at this time.



Employment & Training (Cont'd)

Explanation of Staffing Changes

General Fund	1.9	Restricted Funds	(1.9)	All Funds	0.0
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The total FTE is 5.7 for 2001 and 2002 which is the same as the 2000 budget. The increase of 1.9 FTE in the General Fund is an adjustment to reflect the portion of the Employment & Training Division personnel operating expense that is supported by the General Fund.



Office of Environmental Management

Mission Statement

The mission of the Office of Environmental Management (OEM) is to serve as focal point for all City environmental activities and administer the City's employee safety program.

Functions & Duties

- ◆ **Solid Waste Management:** OEM develops and implements solid waste management strategies by reducing reliance on landfill disposal; promoting source reduction, reuse, recycling and composting; ensuring adequate waste disposal capacity for the City in the future; providing safe, legitimate disposal capacity for toxic, hazardous, special or restricted wastes; and preventing the illegal disposal of solid wastes.
- ◆ **Air Quality:** The quality of the City's air resources is enhanced to promote public health and welfare, improve quality of life, and protect natural resources by coordinating, managing or enforcing all applicable air pollution control laws and regulations and by developing, recommending and facilitating programs to minimize air pollution stemming from mobile sources.
- ◆ **Pollution Prevention:** Programs for the reduction or elimination of sources of pollution in all media, including programs for the prevention of air pollution consistent with the Federal Clean Air Act, the State Air Pollution Code, and the City's Air Pollution Control Ordinance, are developed and implemented.
- ◆ **Water Quality:** Programs and policies which will protect and enhance the quality of receiving waters and aquatic environment situated within the City are developed and recommended to the City Manager, and City agencies are assisted in identifying and mitigating environmental threats to water bodies.
- ◆ **Employee Safety:** OEM helps accomplish the policy of the City that no City employee shall work in unsafe conditions by providing training for all City employees on occupational safety and health issues and OSHA regulations, evaluating worksite activities for conformance with applicable standards, and consulting with management on regulatory compliance issues.
- ◆ **Environmental Compliance:** OEM promotes and encourages actions that support identification of contaminated City property and plans for clean-up projects, evaluates properties and land for potential environmental liabilities prior to acquisition, develops site specific plans and activities to remediate contaminated City property, and coordinates action with local community representatives.



Environmental Management (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary					
	2000	2001	Change	2002	Change
General Fund	\$481,920	\$486,260	0.9%	\$497,820	2.4%
Restricted Funds	\$216,170	\$218,570	1.1%	\$223,610	2.3%
Total	\$698,090	\$704,830	1.0%	\$721,430	2.4%
Total With Employee Benefits	\$793,580	\$800,700	0.9%	\$819,470	2.3%
All Funds Staffing	15.0	15.0	0.0	15.0	0.0

Explanation of Budget Changes

The Office of Environmental Management's all funds 2001 departmental budget of \$704,830, not including employee benefits, is a 1.0% increase from the 2000 budget. The 2001 budget changes primarily by the budgeted wage and inflation increases. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 15.0 for 2001 and 2002 which is the same as the 2000 budget.



Internal Audit Division

Mission Statement

The mission of the Internal Audit Division is to provide independent assurance to City Council and the public that all organizational units of the City of Cincinnati have management controls sufficient to render an accurate account of their activities including program justification and effectiveness, operational efficiency, compliance with applicable laws and adherence to managerial and legislative policies.

Functions & Duties

- ◆ The Division conducts comprehensive performance audits of City programs, systems, and functions in accordance with *Government Audit Standards*, performs financial reviews, supports systematic self-reviews of management controls in City departments, and responds to emergent issues requiring audit expertise or objectivity as directed by the City Manager.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$356,710	\$494,060	38.5%	\$505,320	2.3%
Restricted Funds					
Total	\$356,710	\$494,060	38.5%	\$505,320	2.3%
Total With Employee Benefits	\$426,640	\$587,360	37.7%	\$600,720	2.3%
All Funds Staffing	6.0	8.0	2.0	8.0	0.0

Explanation of Budget Changes

The Internal Audit Division's all funds 2001 departmental budget of \$494,060, not including employee benefits, is a 38.5% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the budget change is primarily due to an increase of \$111,990 for the addition of two Senior Internal Auditor positions and associated non-personnel costs that were added in order to increase the number of citywide audits and monitoring of city contracts. The 2002 budget changes primarily by the budgeted wage and inflation increases.



Internal Audit Division (Cont'd)

Explanation of Staffing Changes

General Fund	2.0	Restricted Funds	0.0	All Funds	2.0
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The total FTE is 8.0 for 2001 and 2002 which is an increase of 2.0 FTE from the 2000 budget. The increase is due to the addition of two Senior Internal Auditors for the purpose of increasing citywide audits and monitoring of contracts.



Office of Municipal Investigations

Mission Statement

The mission of the Office of Municipal Investigations (OMI) is to maintain the public trust in City government by monitoring, reviewing, enforcing, investigating and making recommendations to the City Manager in areas designated by City Council ordinance or policy.

Functions & Duties

- ◆ OMI is an independent and objective investigatory office that investigates allegations of serious misconduct made against City employees and other persons or entities that contract with the City. OMI also investigates the discharge of a firearm by police personnel and reviews investigations of other City departments upon request of the complainant.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$532,550	\$538,670	1.1%	\$548,200	1.8%
Restricted Funds					
Total	\$532,550	\$538,670	1.1%	\$548,200	1.8%
Total With Employee Benefits	\$642,010	\$650,040	1.3%	\$661,530	1.8%
All Funds Staffing	10.0	10.0	0.0	10.0	0.0

Explanation of Budget Changes

The Office of Municipal Investigations' all funds 2001 departmental budget of \$538,670, not including employee benefits, is a 1.1% increase from the 2000 budget. The 2001 budget changes primarily by the budgeted wage and inflation increases. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

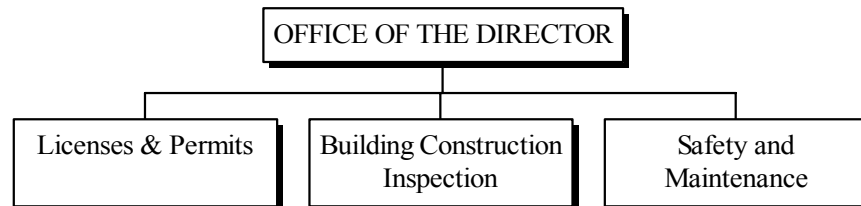
General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 10.0 for 2001 and 2002 which is the same as the 2000 budget.

DEPARTMENT OF BUILDINGS & INSPECTIONS

Mission Statement

The mission of the Department of Buildings and Inspections is to preserve and promote public health, safety, quality of life, and economic well being as related to the built environment through intelligent enforcement of State and local building and zoning requirements.



Functions & Duties

- ◆ **Division of Licenses and Permits:** This Division is responsible for programs associated with review of plans and applications for compliance with the Cincinnati-Ohio Building Code and Zoning Code. The Division processes all applications, issues permits, and collects fees. Statistical reports on the activities of the Department and maintenance of a central record and building information system are also handled by the Division.
- ◆ **Division of Building Construction Inspection:** This Division is responsible for inspection and enforcement of the Cincinnati-Ohio Building Code (COBC) as it applies to the installation and operation of mechanical ventilation, heating, plumbing, and elevator systems, and also to ensure compliance in all areas of general construction. These functions are required by State and City laws in order to ensure that construction practices and use of land and buildings are in compliance with the COBC and other related laws. They are also required in order to maintain State certifications.
- ◆ **Division of Safety & Maintenance:** This Division provides inspection services to ensure proper construction and maintenance for existing residential buildings. The Division administers the Building Hazard Abatement Program, which barricades open structures, demolishes nuisance buildings, and provides other nuisance abatement. Further, the Division responds to City Council and citizen complaints relative to substandard living conditions and performs systematic neighborhood inspections as the primary means of urban blight reduction. Recently, the Division has been given responsibility to enforce Vacant Building Maintenance License requirements. It also enforces weed and litter ordinances on residential properties.



Buildings & Inspections (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$5,554,640	\$5,618,450	1.1%	\$5,678,640	1.1%
Restricted Funds	\$40,360	\$40,860	1.2%	\$41,780	2.3%
Total	\$5,595,000	\$5,659,310	1.1%	\$5,720,420	1.1%
Total With Employee Benefits	\$6,692,600	\$6,768,270	1.1%	\$6,840,040	1.1%
All Funds Staffing	116.0	112.0	-4.0	111.0	-1.0

Explanation of Budget Changes

The Buildings & Inspections Department's all funds 2001 departmental budget of \$5,659,310, not including employee benefits, is a 1.1% increase from the 2000 budget. The 2001 budget changes primarily by the budgeted wage and inflation increases. The 2002 budget changes primarily by the budgeted wage and inflation increases and a reduction of \$68,510 due to the planned reorganization of the department's three divisions into two divisions and the retirement of one Assistant Director of Buildings & Inspections.

Explanation of Staffing Changes

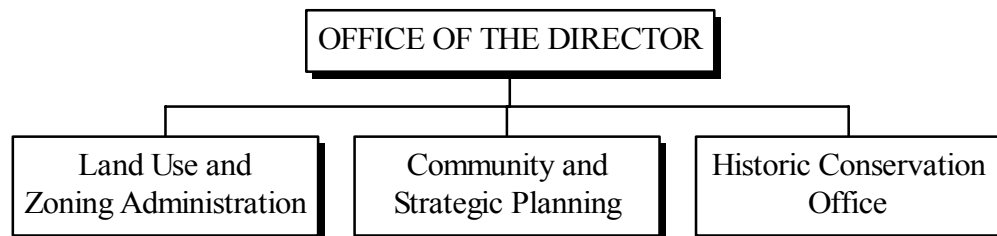
General Fund (4.0) Restricted Funds 0.0 All Funds (4.0)

The total FTE is 112.0 for 2001 which is a decrease of 4.0 FTE from the 2000 budget. The General Fund decrease is due to productivity and efficiency improvements. The FTE is 111.0 for 2002 which is a decrease of 1.0 FTE from the 2001 budget due to the anticipated retirement of one Assistant Director of Buildings & Inspections at which time it will be eliminated and the Department's three divisions will be reorganized into two divisions.

DEPARTMENT OF CITY PLANNING

Mission Statement

The mission of the City Planning Department is to envision the ideal urban environment and search for ways to achieve it.



Functions & Duties

- ◆ **Administration:** The purpose of this section is to manage and provide administrative direction for the Department; to provide planning advice and services to City Council, the City Planning Commission, the City Manager, City departments and the public which relate to community development issues, policies, programs, and projects; to administer zoning and other land/use management regulations; and to represent City Council and the City Administration in the public planning process. The director's participation on the Cincinnati Area Geographic Information System (CAGIS) Board and the Ohio-Kentucky-Indiana Regional Planning Authority (OKI) Board of Trustees provides regional leadership.
- ◆ **Land Use and Zoning Administration:** The purpose of this section is to carry out the legal responsibilities to regulate the use of land within the City and to process, review and recommend on development plans, overlay zone permit applications, zoning petitions, subdivisions, and other land use regulations. Further duties are to make plans and advise on matters affecting the physical development and maintenance of the City, and the maintenance of its infrastructure. The section administers CDBG regulations.
- ◆ **Community and Strategic Planning:** The purpose of this section is to initiate and facilitate planning processes and to interpret and analyze urban data/information; to respond quickly and in depth to special projects of concern to the City Planning Commission and the City Administration. Citywide comprehensive plans and neighborhood plans are an important part of this group's work program.
- ◆ **Historic Conservation:** The Historic Conservation Office staff provides administrative support to the Historic Conservation Board. The Board makes recommendations to City Council and the City Administration on local historic districts, individual designations, and other issues affecting the City's historic resources. It reviews permits for alterations to historic buildings and provides architectural advice to property owners. It conducts historic compliance reviews when the City uses Federal funds for its projects and programs and provides information on Federal tax benefits for historic rehabilitation projects. The Office also helps citizens identify historic structures in their neighborhoods.



City Planning (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$1,587,060	\$1,211,700	-23.7%	\$1,228,140	1.4%
Restricted Funds	\$325,550	\$325,550	0.0%	\$332,940	2.3%
Total	\$1,912,610	\$1,537,250	-19.6%	\$1,561,080	1.6%
Total With Employee Benefits	\$2,212,550	\$1,830,060	-17.3%	\$1,858,310	1.5%
All Funds Staffing	27.5	26.5	-1.0	26.5	0.0

Explanation of Budget Changes

The City Planning Department's all funds 2001 departmental budget of \$1,537,250, not including employee benefits, is a 19.6% decrease from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is due to \$288,250 being transferred to the Department of Neighborhood Services for the administration of the Grassroots Learning Academy contract and a decrease of \$32,640 for the downgrading of three Senior City Planner positions to three City Planner positions. The 2001 Restricted Funds budget does not change from the approved 2000 level. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund (0.5) Restricted Funds (0.5) All Funds (1.0)

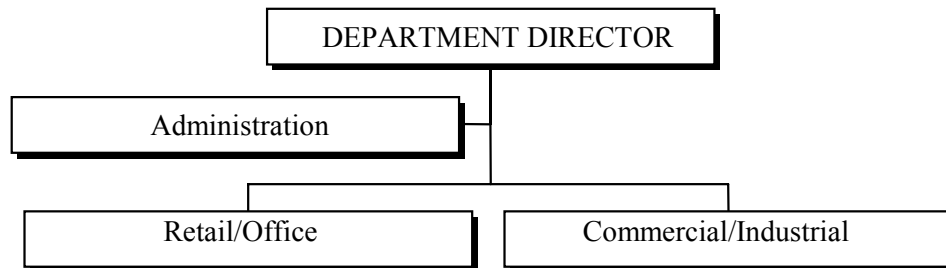
The total FTE is 26.5 for 2001 and 2002, which is a decrease of 1.0 FTE from the 2000 budget. This is due to the elimination of 0.5 FTE from the Community Development Block Grant Fund 304 and the elimination of 0.5 FTE from the General Fund.



DEPARTMENT OF ECONOMIC DEVELOPMENT

Mission Statement

The mission of the Department of Economic Development is to create new and retain existing job opportunities throughout Cincinnati for the purpose of expanding the City's tax base, thereby improving the general economic health of the city for the benefit of its citizens.



Functions & Duties

The Department accomplishes its mission by focusing on activities that generate jobs and tax revenues for the City, including:

- ◆ Conducting an on-going **business retention** program to improve the efficiencies of existing firms and encourage their growth and expansion in Cincinnati.
- ◆ **Attracting new business** and supporting the **formation of startup businesses**.
- ◆ Bringing new sites to the development market with an active **brownfields program**, encouraging the development or redevelopment of non-productive vacant or abandoned properties.
- ◆ Encouraging **public/private partnerships** as a means to spur new development activities. Private investment is stimulated through development plans and feasibility studies, active recruitment of developers and tenants for projects, negotiation of development agreements, acquisition of property for redevelopment or renovation, and construction of public improvements.
- ◆ Maximizing the use of available **local, state and federal incentives** to encourage economic growth in Cincinnati. These sources can supply funding in the form of grants, loans and tax incentives. Examples of frequently used programs include the Community Development Block Grant Program (CDBG), the HUD 108 Loan Program, the Ohio Urban Jobs and Enterprise Zone Program, the Ohio Job Creation Tax Credit Program, Small Business Administration (SBA) loans, the Cincinnati Small Business Loan Program, and USEPA and/or State of Ohio Brownfield assistance programs.
- ◆ **Creating an environment conducive to economic development** by adding amenities such as parking facilities in business districts, making aesthetic improvements to neighborhood business districts, and funding building façade improvements. The Department stays abreast of trends affecting the economic and development arenas, and promotes a pro-business attitude in Cincinnati.



Economic Development (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$1,327,750	\$2,063,850	55.4%	\$2,299,380	11.4%
Restricted Funds	\$491,120	\$630,740	28.4%	\$645,660	2.4%
Total	\$1,818,870	\$2,694,590	48.1%	\$2,945,040	9.3%
Total With Employee Benefits	\$1,902,160	\$2,804,770	47.5%	\$3,057,580	9.0%
All Funds Staffing	23.5	21.5	-2.0	21.5	0.0

Explanation of Budget Changes

The Economic Development Department's all funds 2001 department budget of \$2,694,590, not including employee benefits, is a 48.1% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is due to \$234,000 to fund the first year of a Forgivable Asset-Based Reverse Mortgage (FARM) agreement with Great American Financial Resources for job creation and retention, \$300,000 for the new Greater Cincinnati Port Authority, an additional \$72,000 for a total of \$91,000 for the second year of the Firststar FARM agreement, \$50,000 for the professional services contract with Chapman & Associates, \$12,000 for increased data processing costs, an additional \$25,000 for a total of \$60,000 for the Greater Cincinnati/Northern Kentucky Film Commission, and \$135,000 in additional funding for the Greater Cincinnati African-American Chamber of Commerce. The City's support of the Riverfront Classic and Jamboree remains constant at \$100,000. Increases in the 2001 budget are offset by the elimination of one-time Council additions to the 2000 approved budget, such as the Kitchen Incubator (Food Ventures Center) for \$100,000 and the New Prospect Development Corporation for \$30,000.

After considering the budgeted wage and inflation increases, there is a significant increase in Restricted Funds. The 2001 budget includes the addition of \$209,000 in CDBG direct operating funds which were previously contained in a CDBG project account that was primarily providing administrative support. Increases are offset by the reduction of \$70,000 from the Findlay Market operating budget as a result of lower revenues during renovation of the Market House.

The 2002 budget is increased by 9.3% which is primarily due to budgeted wage and inflation increases, the addition of \$150,000 for the first year of the Delta Airlines FARM agreement and an additional \$50,000 for the Greater Cincinnati Port Authority.



Economic Development (Cont'd)

Explanation of Staffing Changes

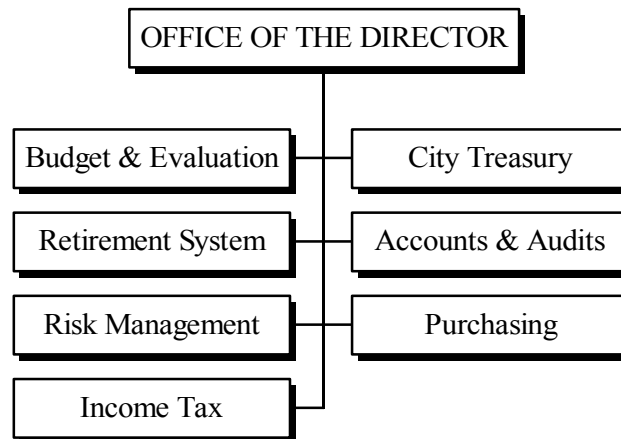
General Fund	(2.0)	Restricted Funds	(0.0)	All Funds	(2.0)
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The total FTE is 21.5 for 2001 and 2002 which is a decrease of 2.0 FTE from the 2000 approved budget. This decrease of 2.0 FTE includes the elimination of a Clerk Typist 3 position and a Senior Development Officer due to operating efficiencies.

DEPARTMENT OF FINANCE

Mission Statement

The mission of the Finance Department is to work to maintain the financial strength of the City. A team of skilled professionals provides quick, accurate, and convenient services, and uses prudent judgement to implement policies.



Functions & Duties

- ◆ **Office of the Director:** This Division provides direction and support of all departmental programs, makes all revenue estimates, executes bond/note sales at the lowest interest cost under prevailing market conditions, maintains satisfactory relations with the bond rating agencies and financial institutions, recruits staff and hires qualified personnel ever mindful of the department's Equal Employment Opportunity and Affirmative Action objectives.
- ◆ **Budget and Evaluation:** This Division is responsible for budget development, budget monitoring, policy research, organization performance measurement, and the general administration of the programs funded by the U.S. Department of Housing and Urban Development (Community Development Block Grant, HOME Investment Partnerships Program, and Emergency Shelter Grants).
- ◆ **Treasury:** This Division is responsible for the collection, custody, and disbursement of the City's funds. The Division issues City business licenses, audits cash handling of City agencies, and administers the admission tax, transient occupancy tax and investment of City Funds. The Bond Retirement Section is responsible for the record keeping for all municipal bonds issued by the City. The Parking Meter Collection Section is responsible for collecting, counting, and depositing all parking meter revenues collected in the City.
- ◆ **Income Tax:** This Division collects and receives the tax imposed by Chapter 311 of the Cincinnati Municipal Code in the manner prescribed, keeps an accurate record thereof, and reports all monies so received. It is the duty of the Division to enforce payment of all income tax owed the City of Cincinnati and to keep accurate records for a minimum of five years that show the amount due from each taxpayer required to file a declaration or make any return, including a return of taxes withheld, and show the dates and amounts of payments thereof.



Finance (cont'd)

- ◆ **Retirement System:** This Division maintains enrollment of non-uniform employees in the City Retirement System, provides pre- and post-retirement counseling, processes pension payroll, processes and keeps records of Retirement System Loans, maintains coordination of the two deferred compensation programs, provides reports to the Police and Fire Disability Pension Fund and the Public Employees Retirement System of Ohio for City employees.
- ◆ **Risk Management:** This Division is responsible for promoting an exposure-free work and service environment for City employees and the public. The Division administers employee benefit programs: (a) Dental and Vision plans; (b) Self-insured Blue Cross/Blue Shield health plan; (c) Health Maintenance Plan (HMP) and Choice Care Health Plan; (d) Flexible Benefit Plan; (e) COBRA (Consolidated Omnibus Budget Reconciliation Act) Coverage. The Division administers the City's self-insured workers' compensation program, manages the City's IWP (injury with pay) program validating and approving claims, selects and manages various insurance policies/programs for the City, and administers the City's Employee Health Clinic; and (f) employee health services.
- ◆ **Accounts and Audits:** This Division maintains the records on the financial position of each of the City's nearly 200 funds, monitors annual expenditures assuring that expenditures are within available resources, and assures acceptance of the City's fund accounting system by Federal, State and independent auditors. This Division is responsible for the bi-weekly payroll system, prepares the annual Cost Allocation Plan and indirect cost rates for Federal grants, maintains records regarding unemployment benefits of former employees charged to the City, monitors compliance with the appropriation/spending requirement of the infrastructure tax levy, is the custodian of all official bonds, deeds, and contracts of the City, and maintains the financial system that integrates mainframe computer processing with numerous personal computers in various City agencies.
- ◆ **Purchasing:** This Division assists all City agencies in the procurement of materials, supplies, equipment and services of the highest quality, in the required quantity, at the time needed, for the lowest and best price in accordance with legal requirements, ethical standards and policies adopted by the City.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$8,796,960	\$8,903,720	1.2%	\$9,155,070	2.8%
Restricted Funds	\$2,657,850	\$1,939,290	-27.0%	\$2,015,820	3.9%
Total	\$11,454,810	\$10,843,010	-5.3%	\$11,170,890	3.0%
Total With Employee Benefits	\$12,982,920	\$12,379,000	-4.7%	\$12,728,120	2.8%
All Funds Staffing	197.2	195.2	-2.0	195.2	0.0



Finance (Cont'd)

Explanation of Budget Changes

The Department of Finance's all funds 2001 departmental budget of \$10,843,010, not including employee benefits, is a 5.4% decrease from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is due to an increase of \$80,000 to conduct a modified Activity-Based Costing pilot program, a \$10,000 increase as a result of a Fund 759/Fund 050 exchange with the Transportation and Engineering Department, and an \$80,000 decrease resulting from the reduction of 2.0 FTE. For the General Fund, the year 2002 budget changes primarily by the budgeted wage and inflation increases, a \$20,000 second year increase to develop the modified ABC Costing program, a \$12,400 increase in a consulting contract to provide an economic forecast, a \$50,000 one-time increase for consulting services to assist with the implementation of GASB 34 accounting standards, and a \$37,000 reduction in personnel costs resulting from the reclassification of a management position, (representing a downgrade from salary division 08 to salary division 00).

After considering the budgeted wage and inflation increases, the Restricted Funds budget change is primarily due to the following: the addition of \$10,000 to the Parking Facilities Fund in the Treasury Division for the purchase of a meter collection vehicle, the addition of \$28,400 in the CDBG Fund to cover the cost of a retirement lump sum payment, a decrease of \$70,000 in Fund 759 in the Division of Budget and Evaluation which is related to a Fund 759/Fund 050 exchange with the Transportation and Engineering Department, and a decrease of \$649,110 to transfer the Fund 759 amount from the Income Tax Division's budget to a General Overhead non-departmental account. This amount represents a service fee which the City receives for the collection of transit tax revenues. The year 2002 budget changes primarily by the budgeted wage and inflation increases, and a \$60,000 addition for consulting services to assist with the implementation of GASB 34 accounting standards.

Explanation of Staffing Changes

General Fund	(5.0)	Restricted Funds	3.0	All Funds	(2.0)
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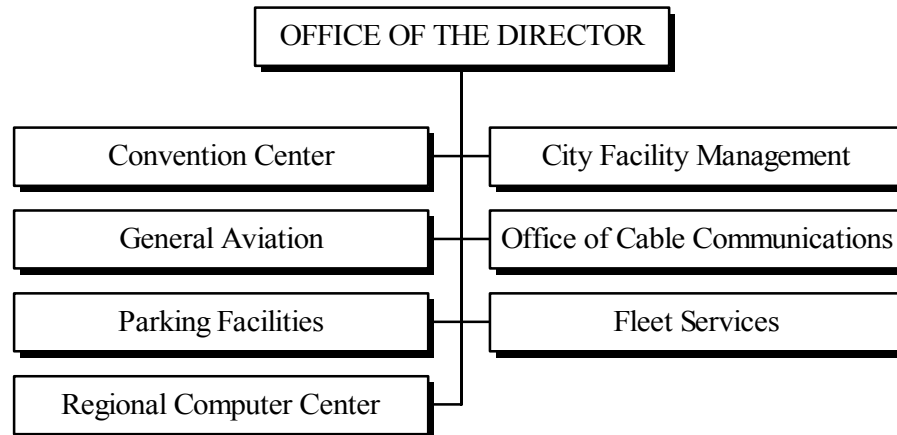
The total FTE is 195.2 for 2001 and 2002 which is a decrease of 2.0 FTE from the 2000 budget. The Director's Office eliminates an unfunded Technology Manager's position in the General Fund. The Budget and Evaluation Division shifts 1.0 FTE from the Transit Fund to the General Fund, due to the shift of transportation related administrative responsibilities to the Transportation and Engineering Department. The Treasury Division transfers 3.0 FTE from the General Fund to the Bond Retirement Fund to align the funding source with work content. The Income Tax Division and the Purchasing Division each eliminate 1.0 FTE in the General Fund. The Risk Management Division adds 1.0 FTE in the Employee Safety Fund to establish a customer service function for employee benefit programs.



DEPARTMENT OF GENERAL SERVICES

Mission Statement

The mission of the Department of General Services is to provide high quality, efficient information and communications technology, fleet services, and public facilities management which contribute to the economic vitality of the region.



Director's Office

Functions & Duties

- ◆ The Director's Office supervises the operation and development of the General Services Department, which includes the City Facility Management Division, the Convention Center, the Fleet Services Division, the General Aviation Division, the Office of Cable Communications, the Parking Facilities Division, and the Regional Computer Center, which includes the City's telephone services.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$220,140	\$228,190	3.7%	\$233,450	2.3%
Total	\$220,140	\$228,190	3.7%	\$233,450	2.3%
Total With Employee Benefits	\$257,030	\$266,710	3.8%	\$272,840	2.3%
All Funds Staffing	3.0	3.0	0.0	3.0	0.0



Director's Office (Cont'd)

Explanation of Budget Changes

The Director's Office operating costs are budgeted in Fleet Services Fund 202, which is an internal service fund and is not reflected in the "All Funds Operating Budget Summary"; however, an overhead rate is charged to each division within the General Services Department to cover operating costs. The Director's Office all funds 2001 departmental budget of \$228,190, not including employee benefits, is a 3.7% increase from the 2000 budget. The 2001 budget changes primarily by the budgeted wage and inflation increases. The 2002 budget also changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 3.0 for 2001 and 2002, which is the same as the 2000 budget.



Office of Cable Communications

Functions & Duties

- ♦ The Office of Cable Communications operates and manages the CitiCable government access channel, including live coverage of all City Council and Committee meetings. The office also provides oversight of the Time Warner Cable franchise agreement.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$665,690	\$523,400	-21.4%	\$481,510	-8.0%
Total	\$665,690	\$523,400	-21.4%	\$481,510	-8.0%
Total With Employee Benefits	\$736,220	\$594,520	-19.2%	\$554,240	-6.8%
All Funds Staffing	6.0	6.0	0.0	6.0	0.0

Explanation of Budget Changes

The Office of Cable Communications' all funds 2001 departmental budget of \$523,400, not including employee benefits, is a 21.4% decrease from the 2000 budget. After considering the budgeted wage and inflation increases, the budget change is primarily due to a one-time increase of \$17,000 for a performance evaluation of Time Warner Cable (as stipulated in the contract between the City and Time Warner Cable) and a one-time increase of \$36,000 for a new video streaming project (video streams use a computer modem to send video and audio signals to a personal computer), and a decrease of \$200,000 for the 2000 one-time funding for a new van. The 2002 budget changes primarily by budgeted wage and inflation increases and a decrease of \$53,000 in 2001 one-time costs mentioned above.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 6.0 for 2001 and 2002, which is the same as the 2000 budget. On the Staffing Plan, the Office of Cable Communication's 6.0 FTE are combined with the 3.0 FTE in the Director's Office.



City Facility Management Division

Functions & Duties

- ♦ The City Facility Management Division provides cost effective architectural, energy management, engineering, custodial, and maintenance services in an effort to maintain and enhance City facilities.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$6,864,280	\$4,005,780	-41.6%	\$4,097,230	2.3%
Restricted Funds	\$1,431,470	\$1,425,600	-0.4%	\$1,439,680	1.0%
Total	\$8,295,750	\$5,431,380	-34.5%	\$5,536,910	1.9%
Total With Employee Benefits	\$8,758,250	\$5,905,680	-32.6%	\$6,015,550	1.9%
All Funds Staffing	54.0	63.0	9.0	63.0	0.0

Explanation of Budget Changes

The City Facility Management Division's all funds 2001 departmental budget of \$5,431,380, not including employee benefits, is a 34.5% decrease from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is primarily due to a decrease of \$3 million in support for capital improvements, which has been restored in the Capital Budget. City Facility Management has added a new Building Reliability Maintenance Program, which will provide some preventive maintenance and repair services for the Parking Services Division. Funding for the new program will be reimbursed from Parking Services to City Facility Management. After considering the budgeted wage and inflation increases, the Restricted Funds budget change is primarily due to a decrease of \$19,250 for the mid-year elimination of one FTE. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund	10.0	Restricted Funds	(1.0)	All Funds	9.0
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The total FTE is 63.0 for 2001 and 2002, which is an increase of 9.0 FTE from the 2000 budget. This increase is due to an additional 11.0 FTE in the General Fund for the new Building Reliability Maintenance Program, offset by the reduction of one vacant painter position. In the Restricted Funds, one painter position is also eliminated.



Convention Center

Functions & Duties

- ◆ The Convention Center contributes to the economic growth and stability of Cincinnati by providing a facility to host international, national, and regional conventions and trade shows, as well as public expositions and other meetings.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$5,241,120	\$4,840,500	-7.6%	\$4,955,140	2.4%
Total	\$5,241,120	\$4,840,500	-7.6%	\$4,955,140	2.4%
Total With Employee Benefits	\$5,935,790	\$5,424,320	-8.6%	\$5,553,420	2.4%
All Funds Staffing	90.8	86.4	-4.4	86.4	0.0

Explanation of Budget Changes

The Convention Center's all funds 2001 departmental budget of \$4,840,500, not including employee benefits, is a 7.6% decrease from the 2000 budget. After considering the budgeted wage and inflation increases, the budget change is primarily due to two one-time appropriations in 2000: 1) \$350,000 for a new energy management system, and 2) \$100,000 for roof repairs. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	(4.4)	All Funds	(4.4)
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The total FTE is 86.4 for 2001 and 2002, which is a decrease of 4.4 from the 2000 budget. The decrease is due to operating efficiencies.



Fleet Services Division

Functions & Duties

- ♦ The Division of Fleet Services contributes to the efficiency of City services by providing to all City agencies the automotive equipment necessary to perform their functions. This Division is responsible for maintaining agency equipment, for providing an adequate supply of fuel, and for the timely removal of obsolete and underutilized equipment.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$9,451,640	\$11,176,880	18.3%	\$11,444,680	2.4%
Department Total	\$9,451,640	\$11,176,880	18.3%	\$11,444,680	2.4%
Debt Service	\$481,580	\$210,980	-56.2%	\$210,980	0.0%
Total With Employee Benefits	\$10,871,240	\$12,374,950	13.8%	\$12,665,040	2.3%
All Funds Staffing	86.0	86.0	0.0	86.0	0.0

Explanation of Budget Changes

The Fleet Services Division's operating costs are budgeted in the Fleet Services Fund 202, which is an internal service fund and is not reflected in the "All Funds Operating Budget Summary." Revenue is received from billing other departments for fuel and services, and these costs are in the budgets of other departments. The Fleet Services Division's all funds 2001 departmental budget of \$11,176,880, not including employee benefits, is an 18.3% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the budget change is largely due to a 30% increase in the price of fuel. In 2000, Fleet Services charged other departments \$1.15 per gallon, and the budgeted price in 2001 is \$1.50 per gallon. Fleet Services pays a volume-based discounted price for fuel, plus debt service, taxes, delivery, and a system maintenance fee. The additional fuel allocation in 2001 is \$1.3 million. An increase of \$350,000 is also included for automotive parts to repair equipment in the Solid Waste and Fire Divisions, resulting from unexpected damage incurred while in operation. To help offset the rising cost of fuel, the Fleet Services Division's debt repayment schedule has been extended from four years to ten years, which has reduced the debt service budget by 56.2%. The 2002 budget changes primarily by the budgeted wage and inflation increases.



Fleet Services (Cont'd)

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 86.0 for 2001 and 2002, which is the same as the 2000 budget. Since 1997, Fleet Services has reduced their FTE complement by four due to productivity improvements.



General Aviation Division

Functions & Duties

- ◆ The Division of General Aviation manages the development and operation of Cincinnati Municipal Lunken and Blue Ash Airports for the safe and efficient use of commercial, business and leisure aircraft operators in the region. General Aviation operates in accordance with Federal Aviation Administration regulations and resources.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$1,212,140	\$1,296,610	7.0%	\$1,311,170	1.1%
Total	\$1,212,140	\$1,296,610	7.0%	\$1,311,170	1.1%
Total With Employee Benefits	\$1,389,350	\$1,481,880	6.7%	\$1,500,630	1.3%
All Funds Staffing	12.5	12.5	0.0	12.5	0.0

Explanation of Budget Changes

The General Aviation Division's all funds 2001 departmental budget of \$1,296,610, not including employee benefits, is a 7% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the budget change is primarily due to an additional \$34,200 to purchase equipment, such as snow removal brooms, an increase of \$15,850 to purchase a new bush hog for cutting heavy turf, and an additional \$28,000 to support the Director's Office, which was mistakenly omitted from the 2000 operating budget. The 2002 budget changes primarily by the budgeted wage and inflation increases and a decrease of \$50,050 in 2001 one-time equipment items.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 12.5 for 2001 and 2002, which is the same as the 2000 budget.



Parking Facilities Division

Functions & Duties

- ◆ The Division of Parking Facilities actively promotes and assists the City's goals of a Healthy Local Economy and Downtown Vitality by providing professional facility management of the City's parking assets. It owns and/or manages 6,400 on-street and 4,800 off-street parking spaces. The Division operates on a financially self-sufficient basis.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$4,430,330	\$4,748,240	7.2%	\$4,861,220	2.4%
Department Total	\$4,430,330	\$4,748,240	7.2%	\$4,861,220	2.4%
Debt Service	\$770,000	\$720,250	-6.5%	\$720,250	0.0%
Total With Employee Benefits	\$5,897,790	\$6,091,530	3.3%	\$6,218,580	2.1%
All Funds Staffing	79.6	70.6	-9.0	70.6	0.0

Explanation of Budget Changes

The Parking Facilities Division's all funds 2001 departmental budget of \$4,748,240, not including employee benefits, is a 7.2% increase from the 2000 operating budget. After considering the budgeted wage and inflation increases, the 2001 budget changes primarily due to an increase of \$177,000 for costs associated with the new Third and Central Avenue parking lot (including four part-time parking attendant positions), and an increase of \$407,000 in the non-personnel budget to reimburse City Facility Management for the new Building Reliability Maintenance Program. These increases are partially offset by a decrease of \$312,000 in personnel savings, representing 11.0 FTE transferred to the City Facility Management Division for the Building Reliability Maintenance Program. (When employee benefits are factored in, there is no additional cost for the Building Reliability Maintenance Program.) Offered in partnership with the City Facility Management Division, this new program will transfer some preventive maintenance and repair services out of Parking Facilities to City Facility Management. The 2002 budget changes primarily by the budgeted wage and inflation increases.



Parking (Cont'd)

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	(9.0)	All Funds	(9.0)
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The total FTE is 70.6 for 2001 and 2002, which is a decrease of 9.0 FTE from the 2000 budget. The decrease is due to a transfer of 11.0 FTE to City Facility Management for the Building Reliability Maintenance Program, which is offset by an increase of 2.0 FTE for the new Third and Central Avenue parking lot.



Regional Computer Center

Functions & Duties

- ♦ The Regional Computer Center provides information and communications technology solutions that increase the business effectiveness of local government, law enforcement agencies, and other customers in the Hamilton County region. The Center includes sections for City, County, City/County shared GIS, and local law enforcement and a shared area section which provides services internally to the other sections.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$4,585,070	\$4,689,700	2.3%	\$4,805,770	2.5%
Restricted Funds	\$854,940	\$862,490	0.9%	\$883,400	2.4%
Total	\$5,440,010	\$5,552,190	2.1%	\$5,689,170	2.5%
Total With Employee Benefits	\$5,498,840	\$5,611,930	2.1%	\$5,750,260	2.5%
All Funds Staffing	202.0	202.7	0.7	202.7	0.0

Explanation of Budget Changes

The Regional Computer Center's all funds 2001 departmental budget of \$5,552,190 is a 2.1% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund change is primarily due to an increase of \$115,370 for the Network Services Project which allows the Regional Computer Center to maintain basic network services such as the email system. This increase is partially offset by a decrease of \$50,000 for data processing which results from increased productivity and staff reorganization. The Restricted Funds budget changes primarily by the budgeted wage and inflation increases. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

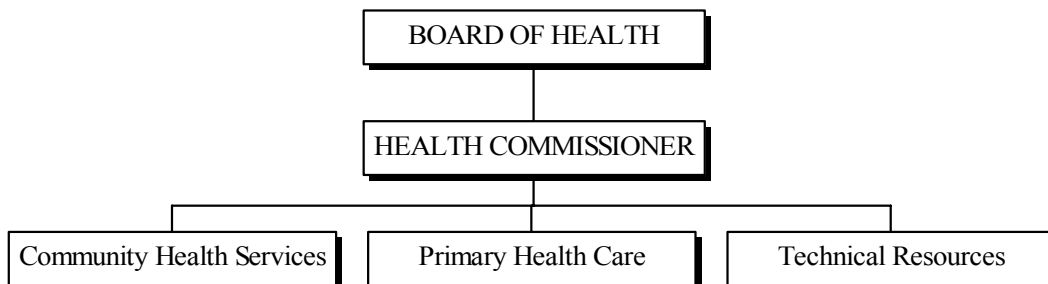
General Fund 0.0 Restricted Funds 0.7 All Funds 0.7

The total FTE is 202.7 for 2001 and 2002, which is an increase of 0.7 FTE from the 2000 budget. In 2000, 1.0 FTE (Computer Systems Analyst) was added in the HAMCO section of the Regional Computer Center. Staff reorganization resulted in a reduction of 0.3 FTE, creating a net increase of 0.7 FTE for 2001.

DEPARTMENT OF HEALTH

Mission Statement

The Board of Health is responsible for the promotion, protection and maintenance of the public's health, the development and enforcement of health laws, and the prevention of disease.



Functions & Duties

- ◆ **Office of the Commissioner:** The Office of the Commissioner implements the policies of the Board of Health and provides leadership in the administrative management of the Health Department.
- ◆ **Technical Resources Division:** This Division provides professional, technical and administrative support to the Board of Health and its entities in the areas of human resources, electronic data processing, fiscal services, and facility management. The Division also provides vital records as required by State law.
- ◆ **Community Health Services Division:** This Division is responsible for Environmental Services, including Food Service, Solid Waste, Vector Control, Animal Bites, Household Sewage, Swimming Pool Inspection, Environmental Hygiene, Nuisance Abatement, and Smoking Ordinance Enforcement and Litter Patrol. The Division also has responsibility for Health Promotion, including Health Education and Health Promotion Grants, the Public Employee Assistance Program, and Lead Risk Assessment programming.
- ◆ **Primary Health Care Division:** This Division provides comprehensive primary health care and dental services for underserved and high-risk populations. The Division operates 5 health centers and a Sexually Transmitted Disease center and includes Laboratory, Pharmacy, Immunization, and Nutritional services. The Division also has responsibility for Public Health Nursing Programs, including Home Health, School Health, and Day Care and Nursing Home Licensure.



Health (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$22,454,580	\$22,527,550	0.3%	\$22,985,220	2.0%
Restricted Funds	\$11,852,870	\$11,915,920	0.5%	\$12,196,010	2.4%
Total	\$34,307,450	\$34,443,470	0.4%	\$35,181,230	2.1%
Total With Employee Benefits	\$39,878,100	\$40,124,030	0.6%	\$40,977,200	2.1%
All Funds Staffing	550.6	544.6	-6.0	544.2	-0.4

Explanation of Budget Changes

The Health Department's all funds 2001 department budget of \$34,443,470, not including employee benefits, is a 0.4% increase over the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund changes primarily due to a reduction in the number of employees, a slight reduction in operating costs for the Day Care Licensing program, and the elimination of funding for the following pass-through contracts: Mental Health Association (\$10,000); Central Psychiatric Clinic (\$25,000); American Heart Association (\$50,000). At the direction of City Council, funding is included for Day Care Licensing, Nursing Home Inspections, and the Drug and Poison Information Center. After considering budgeted wage and inflation increases, the Restricted Funds budget changes primarily due to an increase of \$240,000 for additional school nurses funded through the Empowerment Zone grant, an increase of \$44,000 in state Medicaid receipts for the state-funded Sexually Transmitted Disease Program, a decrease of \$64,000 in the Federal Health Program Restricted Fund, and a decrease of \$274,000 due to the elimination of the Lead Abatement Grant from HUD. The Health Department will maintain a lead risk assessment program for children with a total budget of \$225,000, which will be supported with funding from the Community Development Block Grant budget. In recent years, Medicaid receipts for primary health care have been declining due to an increasing number of uninsured patients at the health care centers. However, recent changes in eligibility requirements for coverage under CHIP (Children's Health Insurance Program) are expected to have a positive effect on Medicaid receipts in 2001. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

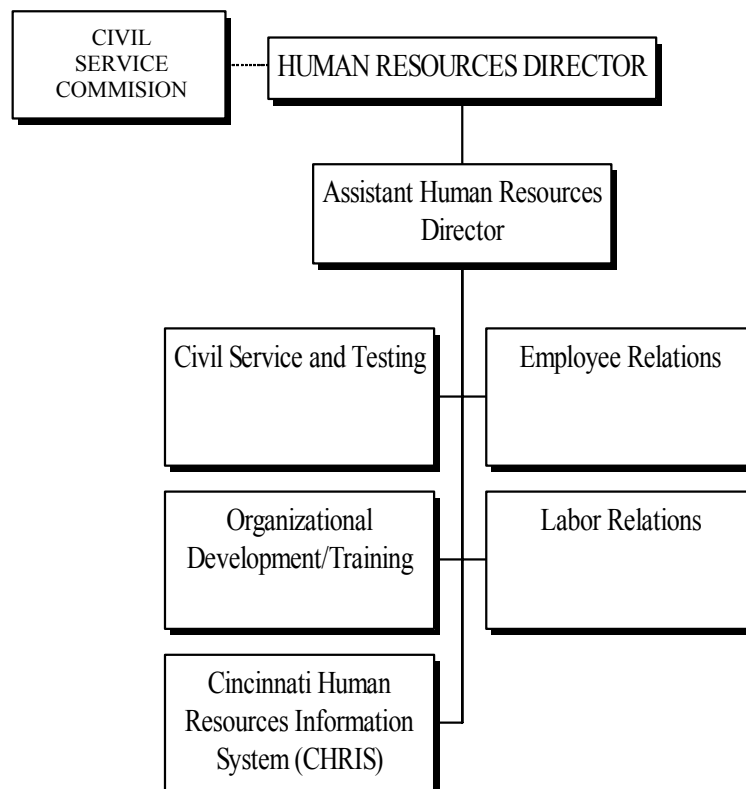
General Fund	(6.6)	Restricted Funds	0.6	All Funds	(6.0)
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The total FTE is 544.6 for 2001, which is a decrease of 6.0 FTE from the 2000 budget. In the General Fund, 2.0 FTE were added for the Lead Risk Assessment Program, and 8.6 FTE were deleted due to operating efficiencies, creating a net reduction in the General Fund of 6.6 FTE. The increase of .6 FTE in the Restricted Funds is due to the addition of 4.6 FTE for the Empowerment Zone, which is offset by the transfer of 2.0 FTE to the General Fund as well as the elimination of two positions made possible by increased operating efficiencies. The total FTE is 544.2 for 2002, which is a decrease of 0.4 FTE from the 2001 budget. The FTE associated with the Day Care Licensing Program has been removed in 2002; this action will be re-evaluated in the first half of 2001.

DEPARTMENT OF HUMAN RESOURCES

Mission Statement

The mission of the Human Resources Department is to provide excellent and timely human resources support and services and to provide a positive and diversified environment.



Functions and Duties

The Human Resources Department consists of 37.2 FTE (35 full-time employees and 2.2 Civil Service Commissioners) that provide a wide range of human resources services for the City. The Human Resources Director is responsible for directing all of the activities of the department, advising the City Manager with regard to human resources activities and issues, and functions as the Secretary to the Civil Service Commission. The Department has five sections: Civil Service and Testing, Labor Relations, Employee Relations, CHRIS (Cincinnati Human Resources Information System), and Organizational Development/Training. The Civil Service and Testing Section is responsible for preparing and administering civil service examinations and maintaining the classification plan. A support staff within this section is responsible for processing applications and providing customer service. A Supervising Human Resources Analyst manages this section. The Labor Relations Section is responsible for negotiating and administering four labor contracts: Fraternal Order of Police; International Association of Fire Fighters; American Federation of State, County and Municipal Employees; and the Building Trades. This section is also responsible for maintaining and administering the City's Personnel Policies and Procedures. A Supervising Human Resources Analyst manages this section. The Employee Relations Section is responsible for investigating and resolving employee concerns that fall outside the scope and



Human Resources (Con't)

jurisdiction of the City's Equal Employment Opportunity section in the Office of Contract Compliance, and/or labor contracts. A Supervising Human Resources Analyst manages this section. The CHRIS section is responsible for human resources information processing as well as providing reports and information as requested. This section also is responsible for developing new human resources applications using the human resources information system, and administering the City's compensation program. An Assistant Human Resources Director manages this section. The Organizational Development/Training Section facilitates citywide training by providing course offerings, registration and reporting. This section is responsible for monitoring the City Council directive that employees receive at least 30 hours of training each year. A Supervising Human Resources Analyst manages this section.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$2,083,100	\$2,261,690	8.6%	\$2,314,240	2.3%
Restricted Funds	\$147,390	\$149,190	1.2%	\$152,560	2.3%
Total	\$2,230,490	\$2,410,880	8.1%	\$2,466,800	2.3%
Total With Employee Benefits	\$2,575,280	\$2,792,000	8.4%	\$2,856,530	2.3%
All Funds Staffing	34.2	37.2	3.0	37.2	0.0

Explanation of Budget Changes

The Human Resources Department's all funds 2001 departmental budget of \$2,410,880, not including employee benefits, is an 8.1% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is due to \$155,180 for 3.0 FTE added by the City Council adopted Motion 200000269 (dated February 9, 2000) to establish the Office of Employee Relations to address non-EEO employee concerns. The 2001 Restricted Funds budget changes primarily by the budgeted wage and inflation increases. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

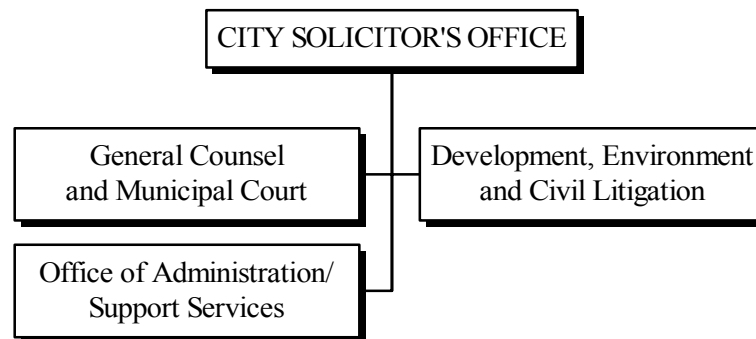
General Fund	3.0	Restricted Funds	0.0	All Funds	3.0
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The total FTE is 37.2 for 2001 and 2002, which is an increase of 3.0 FTE from the 2000 budget due to the addition of a Supervising Human Resource Analyst, a Senior Human Resource Analyst, and an Administrative Technician to staff the Office of Employee Relations.

DEPARTMENT OF LAW

Mission Statement

The mission of the Law Department of the City of Cincinnati is to provide effective and efficient legal service to the City of Cincinnati by representing the Council, officers, departments and boards of the City as legal counsel and attorney, representing the City in all proceedings in which the City is a party before any court or adjudicatory body, serving as prosecuting attorney in the municipal court, and providing all services in connection with the acquisition, management and sale of real property, business and family relocation, and the levying of assessments.



Functions & Duties

The City Solicitor is the Director of the Department of Law. The department is divided into six primary functions.

- ◆ **General Counsel and Municipal Court:** *The General Counsel Section* is responsible for providing all legal advice, opinions and legislation to the Departments of Finance, Safety, Human Resources, Water Works, Sewers and Public Works and the divisions under the City Manager. It also provides legal services, with the exception of litigation, to the Civil Service Commission as well as City Council. *The Municipal Court Section* represents the City in all civil and criminal litigation in the Municipal Court. The section includes the Office of the City Prosecutor that is legally mandated to prosecute all traffic and criminal cases brought before the Municipal Court for violation of criminal offenses occurring within the City. The section is responsible for liquor hearings and nuisance abatement initiatives.
- ◆ **Development, Environment and Civil Litigation:** *The Development and Environment Section* provides all required legal services to the Departments of Economic Development, Parks, Recreation, Health, Purchasing, the Regional Computer Center, City Planning, Buildings and Inspections, the Office of Environmental Management and the Office of Contract Compliance and Investigations. It handles general legal matters for the City related to real estate acquisition and disposition. The section also provides legislation, legal advice and counsel to City Council and all of the City departments regarding environmental and utility matters, and is responsible for coordination of energy related matters before administrative agencies such as the Public Utilities Commission of Ohio. *The Civil Litigation Section* represents the City in all civil litigation in Federal and State Courts, defends against and prosecutes claims on behalf of the City, provides representation at various hearings and appeals of denial of public vehicle licenses, and processes Equal Employment Opportunity Commission and Ohio Civil Rights Commission charges against all City departments.



Law (Cont'd)

- ♦ **Administration/Support Services:** The Administration Section provides all non-attorney support services to the department including clerical, personnel, claims, assessment, and budget matters. *The Real Estate Services Section* is responsible for the acquisition, disposal and property management of all City owned or leased real property. *The Relocation Section* is responsible for administering the City programs on code enforcement, family and business relocation.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$4,078,200	\$4,215,860	3.4%	\$4,312,100	2.3%
Restricted Funds	\$424,390	\$426,270	0.4%	\$436,030	2.3%
Total	\$4,502,590	\$4,642,130	3.1%	\$4,748,130	2.3%
Total With Employee Benefits	\$5,354,850	\$5,520,880	3.1%	\$5,646,290	2.3%
All Funds Staffing	85.5	85.5	0.0	85.5	0.0

Explanation of Budget Changes

The Department of Law's all funds 2001 departmental budget of \$4,642,130, not including employee benefits, is a 3.1% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change of \$91,576 is due to the need to keep pace with increasing salaries in a competitive labor market. The Restricted Funds 2001 departmental budget changes primarily by the budgeted wage and inflation increases. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

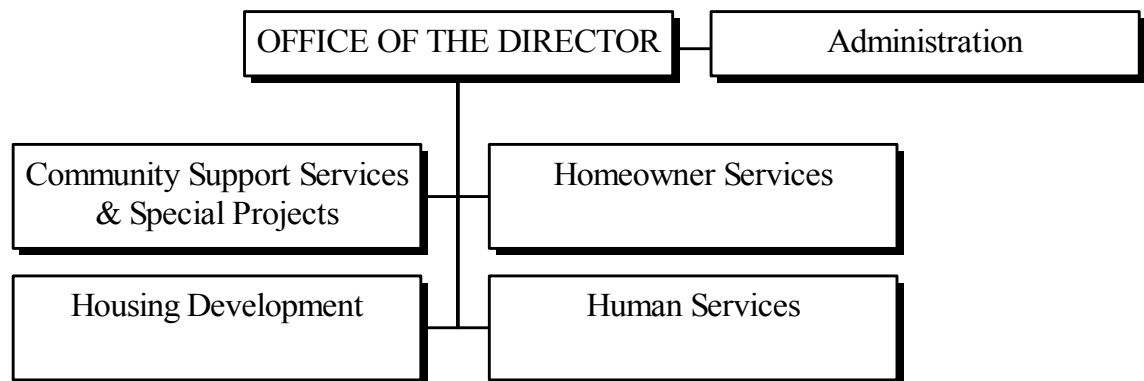
General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 85.5 for 2001 and 2002 which is the same as the 2000 budget.

DEPARTMENT OF NEIGHBORHOOD SERVICES

Mission Statement

The mission of the Department of Neighborhood Services (DNS) is to empower citizens through public-private partnerships designed to strengthen their neighborhoods through community development. DNS provides services related but not limited to housing, human services, consumer protection, arts, and community development.



Functions & Duties

- ◆ **Housing Development:** Provides support to developers for rehabilitation of existing housing and new housing development. Major programs/projects include:
 - Housing Development Round
 - New Housing Program
 - Neighborhood Home Buyer Program
 - Mt. Auburn/Sycamore Hill
 - Neighborhood Development Corporation Support
 - Findlay Market Housing
- ◆ **Homeowner Services:** Provides support to existing and new homeowners. Major programs/projects include:
 - Housing Rehabilitation Loan Program (HRLP)
 - Single Family Homesteading
 - Housing Maintenance Services
 - Down Payment Assistance
 - Target Area Implementation – (East End, Carthage, Hope VI)
 - Home Ownership/Neighborhood Revitalization
 - Housing Counseling
 - Tenant Representation
 - Tax Abatement



Neighborhood Services (Cont'd)

- ◆ **Community Support Services and Special Projects:** Coordinates linkages between the neighborhoods and the Department. Provides community outreach and coordinates CNAS and the neighborhood liaison effort for DNS. This Section is responsible for long-range planning, research and development, and new initiatives which will identify and forge new partnerships in housing. Responsibilities include development of the Consolidated Plan, grantsmanship, and permanent housing for the homeless. This section is also responsible for the Rental Rehabilitation program and housing support contracts. Major programs/projects include:

- Rental Rehab Program
- Fair Housing
- Neighborhood Support Program
- Lead Abatement Grants
- HOPWA, Shelter Plus Care
- Downtown Housing

- ◆ **Human Services**

- **Arts Grant Programs:** The City of Cincinnati's arts allocation provides partial support to Cincinnati-based major arts and cultural organizations and funds competitive grant programs for individual artists and small arts organizations. Artists and small arts organizations may apply for either operating support or project support.
- **Consumer Services:** The Office of Consumer Services provides consumer education services, assists citizens with consumer complaints, and advocates consumer interests. This office enforces the City's Consumer Sales Practices Ordinance and Home Improvement Contractors' Ordinance.
- **Human Services Operating Grants:** Grants fund nonprofit agencies and community organizations to deliver human services to City residents. Funded services include basic emergency intervention and treatment services, services that prevent institutionalization and promote self-care, and services that enhance the quality of life. All funded programs must be consistent with the City's Human Services policy.
- **Public Facilities and Improvement Grants:** Grant funds are used to renovate and improve buildings that are located in the City and that house services that are consistent with the City's Human Services Policy. Nonprofit and community organizations may apply for funding. Funds have been used to assist emergency shelter providers, transitional housing projects, social service agencies, community organizations, and contract health centers.
- **Emergency Shelter Grant Program (ESG):** Operating funds are granted to nonprofit groups and community organizations that are providers of emergency shelters and transitional housing for the homeless.

Neighborhood Services (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary					
	2000	2001	Change	2002	Change
General Fund	\$6,512,430	\$7,133,030	9.5%	\$7,201,630	1.0%
Restricted Funds	\$736,820	\$646,920	-12.2%	\$627,850	-2.9%
Total	\$7,249,250	\$7,779,950	7.3%	\$7,829,480	0.6%
Total With Employee Benefits	\$7,494,270	\$8,024,080	7.1%	\$8,072,010	0.6%
All Funds Staffing	48.5	46.5	-2.0	45.5	-1.0

Explanation of Budget Changes

The Department of Neighborhood Services (DNS) all funds 2001 departmental budget of \$7,779,950, not including employee benefits, is a 7.3% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget changes primarily due to the restoration of the Human Services Policy Amount to 1.5% of the expected General Fund Revenue, and the Arts Policy to 0.14% of the expected General Fund Revenue. In 2000 both policy amounts were held to the 1999 level. Additional increases totaling \$338,250 include: \$288,250 to fund the transfer of the Grassroots Leadership Academy contract from the City Planning Department to DNS, \$40,000 to fund operating support for Serving Older Adults Through Changing Times (SO-ACT), and \$10,000 to fund operating support for the North Fairmount Community Center Senior Citizen's Program. These increases are partially offset by the elimination of an Administrative Specialist position and the elimination of the following additions made by City Council in 1999: \$100,000 for the Inner City Youth Program, \$100,000 for Artworks, \$30,000 for the Teen Art Council and \$690 for the Winton Place Youth Center. The 2001 Restricted Funds budget of \$646,920 is a 12.2% decrease from the 2000 budget. After considering the budgeted wage and inflation increases, the budget changes primarily due to a decrease of \$75,000 to reflect the actual cost of administering the Community Development Block Grant Program and a decrease of \$9,010 for the unreimbursed portion of a Senior Community Development Analyst position which was eliminated.

The 2002 budget changes primarily by the budgeted wage and inflationary increase, which is partially offset by the elimination of a Supervising Community Development Analyst position.

General Fund Arts Policy. \$447,230 is budgeted in 2001, which is 0.14% of the General Fund revenues in accordance with the City's Arts Policy.

General Fund Human Services Policy. The Human Services Policy funding is based on 1.5% of the General Fund revenues, which is \$4,791,720 in 2001. The Human Services Advisory Committee recommended human services contracts for 2001-2002 totaling \$4,211,045. The remaining amount of \$580,675 is for program administration. Programs include basic emergency intervention and treatment services along with services promoting self-care and the overall enhancement of the quality of life for program participants. A table citing Human Services Policy contracts for the 2001-2002 biennium starts on page 169.



Neighborhood Services (Cont'd)

CHRC and CCY Budgets. The Department administers the City's contracts with the Cincinnati Human Relations Commission and the Citizens' Committee on Youth which are listed in the non-departmental section of the "All Funds Operating Budget Summary."

The Cincinnati Human Relations Commission (CHRC) 2001 General Fund budget of \$444,480 reflects an inflationary increase over the 2000 budget. The Community Development Block Grant budget provides an additional \$70,550 in funding to CHRC in 2001 for continued funding of the Back-on-the-Block Program.

The Citizens' Committee on Youth (CCY) 2001 General Fund budget of \$904,790 reflects an inflationary increase over the 2000 budget. The Community Development Block Grant budget provides an additional \$1,007,000 in funding through the Department of Neighborhood Services to CCY in 2001 for continued funding of the Juvenile Delinquency Prevention Program and the It Takes a Village Parenting Program.

Explanation of Staffing Changes

General Fund	(1.1)	Restricted Funds	(0.9)	All Funds	(2.0)
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The total FTE is 46.5 for 2001 which is a decrease of 2.0 FTE from the 2000 budget. The total FTE is 45.5 for 2002 which is a decrease of 1.0 FTE from the 2001 budget. The 3.0 FTE total reduction for the biennium results from expected productivity improvements.



2001-2002 General Fund Human Services Policy Contracts

Agency	Program	2000 Funding	2001 Funding Request	2002 Funding Request	2001 Contract Amount	HSAC or DNS Recommend. for 2002
Adolph Frazier Treatment Home for Youth	Adolph Frazier Program - Group home, transitional housing & supportive services for male youth at risk	40,000	40,000	40,000	40,000	40,000
AIDS Volunteers of Cincinnati	AIDS Volunteers of Cincinnati	76,000	76,000	76,000	76,000	76,000
Beech Acres/General Protestant Orphan Home	Beech Acres Youth Program	-0-	42,568	42,568	42,500	42,500
Bethany House Services, Inc.	Emergency shelter and supportive services for women with children	77,500	81,375	84,446	81,000	81,000
Boys & Girls Clubs of Greater Cincinnati	Summer day program	-0-	50,000	50,000	50,000	50,000
Caracole, Inc.	SOPHIA Information Project	18,000	20,000	20,000	20,000	20,000
	Caracole House	12,500	12,500	12,500	12,500	12,500
	Caracole Recovery Community	12,500	12,500	12,500	12,500	12,500
Caring Place of Cincinnati	Emergency Assistance	-0-	15,214	15,214	10,000	10,000
	Joining Our Youth	20,000	38,615	38,615	30,000	30,000
Center for Comprehensive Alcoholism Treatment	Detoxification	285,000	296,400	306,256	293,550	293,550
Center for Peace Education	Violence prevention through peer mediation	37,000	45,000	45,000	38,500	38,500
Chabad House of Cincinnati	Emergency shelter and support services for families	30,000	30,900	31,900	30,900	30,900
	Chabad Supportive Living	-0-	10,200	10,616	10,200	10,200
Children's Home of Cincinnati	After school programs	-0-	20,000	20,000	20,000	20,000
Churches Active in Northside	Crisis Assistance Ministry	10,000	37,318	39,184	25,000	25,000

Departmental Budgets



Agency	Program	2000 Funding	2001 Funding Request	2002 Funding Request	2001 Contract Amount	HSAC or DNS Recommend. for 2002
Cincinnati Area Senior Services, Inc.	Representative Payee	-0-	106,884	134,844	50,000	50,000
	Over-the-Rhine Senior Center	64,000	65,900	67,890	65,900*	65,900*
	Mt. Auburn Senior Center	50,000	51,500	53,045	51,500*	51,500*
Cincinnati Public Schools	Project Connect	30,000	31,500	33,075	30,000	30,000
Cincinnati Union Bethel	Anna Louise Inn - Emergency shelter and support services for recovering women	45,000	45,000	47,000	45,000	45,000
	Emergency Assistance	31,000	33,000	33,000	33,000	33,000
	We Can Win Prevention Program	-0-	23,000	23,000	23,000	23,000
Citizens' Committee on Youth	It Takes a Village	53,000	66,154	66,154	20,000	20,000
Coalition of Neighborhoods, Inc.	Positive Beginnings Teen Services	52,000	52,000	52,842	52,000	52,000
Comprehensive Community Child Care Organization, Inc. (4c)	Expanding Supply of Child Care	-0-	54,361	56,873	54,000	54,000
	Resource and Referral	138,037	111,583	116,725	110,000	110,000
	Child Care Financial Assistance	95,133	82,781	86,548	80,000	80,000
Council on Child Abuse of Southern Ohio	Protection of children from abuse	29,000	32,000	35,000	29,870*	29,870*
Crossroads Center	Adolescent prevention & treatment services	48,600	51,154	51,154	51,154	51,154
	Outpatient Adult Services: Substance abuse and mental illness (STOP & SAMI)	112,400	109,846	109,846	109,846	109,846
	Child development services	-0-	48,700	48,700	24,300	24,300
Dana Transitional Bridge Services, Inc.	Transitional housing & supportive services for adult males recovering from substance abuse	35,000	41,000	41,000	35,000	35,000

Departmental Budgets



Agency	Program	2000 Funding	2001 Funding Request	2002 Funding Request	2001 Contract Amount	HSAC or DNS Recommend. for 2002
Disabled Helping Disabled Brown Bag Program, Inc.	Brown Bag Program	43,000	53,869	53,869	48,500	48,500
Dominican Community Services	Visions	35,000	37,000	39,000	37,000	37,000
Fernside, Inc.: Center for Grieving Children	Fernside Center	35,000	45,000	45,000	36,050*	36,050*
Free Store/Food Bank, Inc.	Client services	190,000	363,691	375,904	190,000	190,000
Future World Productions	Artistic training	27,000	50,000	50,000	27,000	27,000
Harvest Community Development Corporation	Harvest Food Pantry - emergency services	-0-	21,786	21,786	18,300	18,300
Healing Connections Associates, Inc.	Direct care services for disabled seniors	23,000	25,000	25,000	25,000	25,000
Hope Outreach Service	Early Childhood Development (Toddlers & Infants	-0-	78,975	78,975	40,000	40,000
House of Hope, Inc.	House of Hope - Transitional, affordable shelter & support services to homeless male & female substance abusers	41,800	110,142	113,548	50,500	50,500
House of Refuge Missions, Inc.	Transitional housing & support services for families	10,000	35,000	35,000	10,000	10,000
	Plaza Operations	30,000	50,000	50,000	50,000	50,000
Hyde Park Multi- Service Center for Older Adults	Adult Protective Services	-0-	19,912	20,708	19,000	19,000
Independent Living Options, Inc.	Independent living skills training	27,788	29,971	29,971	29,000	29,000
	Family life services	14,212	18,252	18,252	15,000	15,000
Inner City Health Care, Inc.	Indigent Care	40,000	115,410	115,410	40,000	40,000
	The Journey Begins Project	-0-	159,590	178,590	60,000	60,000
Inner City Youth Opportunities	Inner City Youth Opportunities	100,000	110,000	110,000	100,000	100,000

Departmental Budgets



Agency	Program	2000 Funding	2001 Funding Request	2002 Funding Request	2001 Contract Amount	HSAC or DNS Recommend. for 2002
Interfaith Hospitality Network of Greater Cincinnati, Inc.	Emergency shelter and support services for individuals & families	25,000	26,926	28,003	23,000	23,000
Justice Watch	Justice Watch - Transitional housing and support services for homeless men coming out of incarceration	35,000	38,908	39,664	36,700	36,700
Lighthouse Youth Services, Inc.	Youth Crisis Center - shelter for youth with support services	25,000	50,000	50,000	25,000	25,000
	Transitional Living Program with support services for youth	25,000	50,000	50,000	25,000	25,000
	Career Connections	-0-	62,900	65,996	30,000	30,000
Literacy Network of Greater Cincinnati	Tutor training & coordination program	-0-	24,294	24,294	24,300	24,300
Madisonville Emergency Assistance Center	Emergency Services	31,700	85,000	89,250	30,000	30,000
Mallory Center for Community Development	Computer COP	25,000	26,250	27,562	25,000	25,000
	Substance Awareness Prevention Strategies	25,000	26,250	27,562	25,000	25,000
	Emergency food pantry	13,000	25,000	26,250	23,175	23,175
	Community Development	-0-	200,000	210,000	40,000	40,000
Mercy Connections	Emergency assistance for individuals and families to move from dependency/poverty to self-sufficiency	-0-	36,650	38,501	35,600	35,600
Mercy Franciscan Senior Health & Housing Services, Inc. (Db a Mercy Franciscan at St. John)	Young Father's program	32,000	35,000	36,000	32,000	32,000
	Temporary Housing - Temporary shelter & support services for families	20,000	22,000	23,000	22,000	22,000
Northside Community School	Northside Community School	21,000	22,000	23,000	22,000	22,000
Public Allies Cincinnati	Leadership Development	-0-	56,900	78,743	50,000	50,000
Rainbow of Hope, Inc.	RHI Parenting Center	-0-	104,494	155,000	-0-	pending

Departmental Budgets



Agency	Program	2000 Funding	2001 Funding Request	2002 Funding Request	2001 Contract Amount	HSAC or DNS Recommend. for 2002
Santa Maria Community Services	Sedamsville Family Resource Center	62,000	76,031	76,031	70,000	70,000
(Sara-Irp) Spiritual Application for Recovering Addicts - Individual Recovery Plan	Substance abuse treatment	20,000	44,243	44,243	20,000	20,000
Services United for Mothers and Adolescents (SUMA)	West End Teen Parent Center	46,400	48,256	50,186	45,000	45,000
	Walnut Hills Teen Parent Center	13,600	14,144	14,710	14,000	14,000
	Primary Pregnancy Prevention	40,000	41,600	43,265	41,000	41,000
Society of St. Vincent De Paul, District Council of Cincinnati	Emergency Services	30,000	50,000	65,000	40,000	40,000
South Fairmount Community Center	Community outreach	-0-	27,500	27,500	25,000	25,000
	Youth programs	-0-	12,500	12,500	5,000	5,000
Talbert House	Victim Services Center	97,000	130,069	130,069	102,000	102,000
	281-CARE Crisis Center/AVOISE	56,500	23,431	23,431	23,400	23,400
	Halfway Houses (6) - Shelter for ex-offenders & counseling	15,500	15,500	15,500	15,500	15,500
Teen Response, Inc.	Youth Services	24,000	114,160	114,160	40,000	40,000
Tender Mercies, Inc.	Permanent housing	40,000	42,000	44,100	42,000	42,000
Tom Geiger Guest House, Inc.	Tom Geiger Guest House - Transitional Housing and Supportive Services for homeless & abused women & children	22,000	42,920	45,066	30,000	30,000
Transportation Resources & Information Project, Inc.	Transportation	-0-	550,000	300,000	25,000	25,000
Urban Appalachian Council	Family Strengthening Services	122,000	172,135	179,300	150,000	150,000

Departmental Budgets



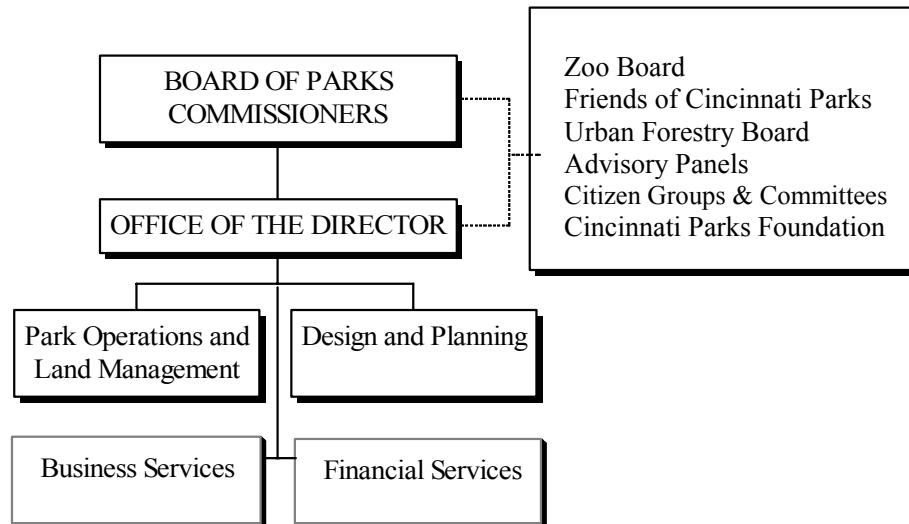
Agency	Program	2000 Funding	2001 Funding Request	2002 Funding Request	2001 Contract Amount	HSAC or DNS Recommend. for 2002
Urban League of Greater Cincinnati, Inc.	NULITES	19,000	25,000	25,000	25,000	25,000
Victory Neighborhood Services Agency, Inc.	The Discovery Club	-0-	106,820	-0-	60,000	30,000
Visiting Nurse Association	Homemaker/home health assistance program	40,000	45,000	50,000	42,000	42,000
Volunteers of America/Ohio River Valley	Central Parkway transitional housing	-0-	43,363	44,540	43,300	43,300
Winton Place Youth Committee	Winton Place Youth Center	22,040	22,000	22,000	22,000*	22,000*
Women Helping Women - Hamilton County Rape Crisis Center, Inc.	Crisis intervention support and education	111,300	126,555	131,653	123,500	123,500
	Child sexual abuse awareness & date rape/dating violence prevention programs for youth	27,700	19,455	20,300	19,500	19,500
Young Men's Christian Association of Greater Cincinnati (YMCA)	Teen Center	-0-	150,000	-0-	50,000	25,000
YWCA of Greater Cincinnati	Battered Women's Shelter	140,000	169,546	178,023	147,000	147,000
	Amend Batterer's Intervention	24,500	30,000	31,500	24,500	24,500
	Transitional Living Program	7,500	13,000	13,650	13,000	13,000
	Strong Girls/Healthy Girls	-0-	23,093	45,679	23,000	23,000
TOTAL		3,277,210	6,229,444	6,002,739	4,202,045	4,147,045

Note: Amounts listed under the HSAC or DNS Recommended columns which are followed by an asterisk (*) were not recommended by the Human Services Advisory Committee. These amounts are recommended by the Department of Neighborhood Services in response to a City Council Motion dated September 19, 2000 that organizations who received City funding in the 1999-2000 year under the Human Services Advisory policy be exempt for the 2001-2002 cycle from the new requirement relating to permanent location and also from new requirements making programs that provide services for seniors ineligible for funding. In the case of the Winton Place Youth Center, funding was not recommended by the HSAC because the application was not received on time. A City Council motion dated June 6, 2000 requested that this agency be funded for \$22,000.

DEPARTMENT OF PARKS

Mission Statement

The mission of the Parks Department is to conserve, manage, sustain and enhance Parks' natural and cultural resources and public greenspaces for the enjoyment, enlightenment and enrichment of the Cincinnati community.



Functions & Duties

- ◆ **Park Operations and Land Management Division:** This Division is responsible for the maintenance and management of park areas, facilities and the urban forest. This includes activities such as grounds and facility maintenance, tree care, landscape beautification, land management, reforestation, and management of other public greenspace.
- ◆ **Design and Planning Division:** This Division conducts long-range planning, capital improvement program development and implementation, park facility and site design, specialized building and facility maintenance, and construction management. Also included is the management of the Krohn Conservatory, six neighborhood nature centers, public nature education programs and summer camps, production of special events, reservations, and the Parks Visitors Center.
- ◆ **Business Services:** This section reports directly to the Director of Parks and provides centralized personnel and program services management for the Park Board. This section also manages special events, volunteer and reservation services.
- ◆ **Financial Services:** This section provides fiduciary financial support to the Board of Parks Commissioners, the Parks Foundation, various advisory panels, and the Urban Forestry Advisory Board. This section also performs incremental tax perusals, revenue analysis of equities, bonds and liquid securities and manages the Park Board's operating and capital budgets.



Parks (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$4,665,400	\$4,846,770	3.9%	\$5,004,490	3.3%
Restricted Funds	\$2,945,170	\$2,908,580	-1.2%	\$2,977,380	2.4%
Total	\$7,610,570	\$7,755,350	1.9%	\$7,981,870	2.9%
Total With Employee Benefits	\$8,720,620	\$8,907,630	2.1%	\$9,160,340	2.8%
All Funds Staffing	162.1	158.1	-4.0	158.1	0.0

Explanation of Budget Changes

The Parks Department's all funds 2001 departmental budget of \$7,755,350, not including employee benefits, is a 1.9% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change of 3.9% is due to the restoration of funding for the Greenspace Management Program at \$95,080, increases for the new Theodore M. Berry International Friendship Park totaling \$46,670, and an increase of \$15,370 for higher fuel costs. These increases are partially offset by the elimination of a \$27,180 full-time position. After considering the budgeted wage and inflation increases, the Restricted Funds decrease of 1.2% compared to the 2000 Restricted Funds budget is due to a decrease of \$68,170 to the Parks Donations/Special Activities Fund (326) contractual services budget, a \$43,300 reduction to the Krohn Conservatory Fund (332) supplies budget, and a \$54,940 reduction to the Urban Forestry Fund (428) contractual services budget. These reductions are partially offset by an increase of \$112,515 to the Forestry Assessments Fund (792) expert services budget.

The 2002 budget changes primarily by the budgeted wage and inflation increases and a General Fund increase of \$45,100 for the restoration of the Greenspace Management program.

Explanation of Staffing Changes

General Fund	(4.0)	Restricted Funds	0.0	All Funds	(4.0)
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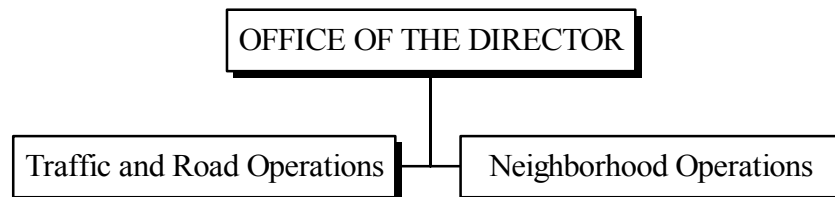
The total FTE is 158.1 for 2001 and 2002 which is a decrease of 4.0 FTE from the 2000 budget. This 4.0 FTE decrease involves the elimination of 2.0 FTE full-time positions and 2.0 FTE part-time positions.



DEPARTMENT OF PUBLIC SERVICES

Mission Statement

The mission of the Department of Public Services is to keep Cincinnati clean and keep people, goods and services moving.



Functions & Duties

- ◆ The Office of the Director oversees the administration and operation of the various functions performed by the Department. The Office of the Director directly manages accounting and budgeting, computer system administration, customer service, human resources, training, fleet management, and the issuance of permits for Fountain Square activities.
- ◆ The Traffic and Road Operations Division maintains the public right-of-way, including streets, bridges, viaducts and walls in a safe condition, and provides for the safe and efficient movement of vehicular and pedestrian traffic on the public right-of-way. It enhances safety and convenience to the general public through traffic control devices, curb control and pavement markings, roadway lighting systems and data for planning and design, while balancing aesthetic and economic considerations.
- ◆ The Neighborhood Operations Division provides quality community driven service to the citizens of Cincinnati through proactive neighborhood programs including solid waste collection, street cleaning, special collection, green space management, neighborhood improvement programs, community clean-up services, right-of-way maintenance, and customer services.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$20,968,630	\$21,028,510	0.3%	\$21,526,040	2.4%
Restricted Funds	\$13,437,310	\$14,201,270	5.7%	\$14,536,110	2.4%
Total	\$34,405,940	\$35,229,780	2.4%	\$36,062,150	2.4%
Total With Employee Benefits	\$38,821,040	\$39,704,450	2.3%	\$40,636,990	2.3%
All Funds Staffing	560.4	547.4	-13.0	547.4	0.0



Public Services (Cont'd)

Explanation of Budget Changes

The Public Services Department's all funds 2001 departmental budget of \$35,229,780, not including employee benefits, is a 2.4% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund change is due to \$150,000 in savings generated by a departmental reorganization which compressed the operations of four divisions into three: the Director's Office, the Division of Traffic and Road Operations, and the Division of Neighborhood Operations. The combining of like functions within these new Divisions reduced the need for three management positions: Public Works Superintendent, Fleet Services Supervisor, and Traffic Services Supervisor. Also in the General Fund, the addition of \$66,890 for an increase in fuel prices and the addition of \$37,400 for an Administrative Technician in the Customer Services section is offset by a decrease of \$107,220 due to the elimination of six vacant positions. After considering the budgeted wage and inflation increases, the 2001 Restricted Funds budget change is due to the addition of \$250,000 to fund more crack and slurry seal work, \$176,740 for additional maintenance needed as a result of Ft. Washington Way improvements, \$114,980 for an increase in fuel prices, and the addition of \$308,140 to address position vacancy allowances, reduced service levels represented by shifting positions to capital projects, and inadequate overtime funding. These increases are partially offset by a decrease of \$165,580 due to the elimination of six vacant positions. The 2002 budget changes primarily by the budgeted wage and inflation increases.

Explanation of Staffing Changes

General Fund	9.0	Restricted Funds	(22.0)	All Funds	(13.0)
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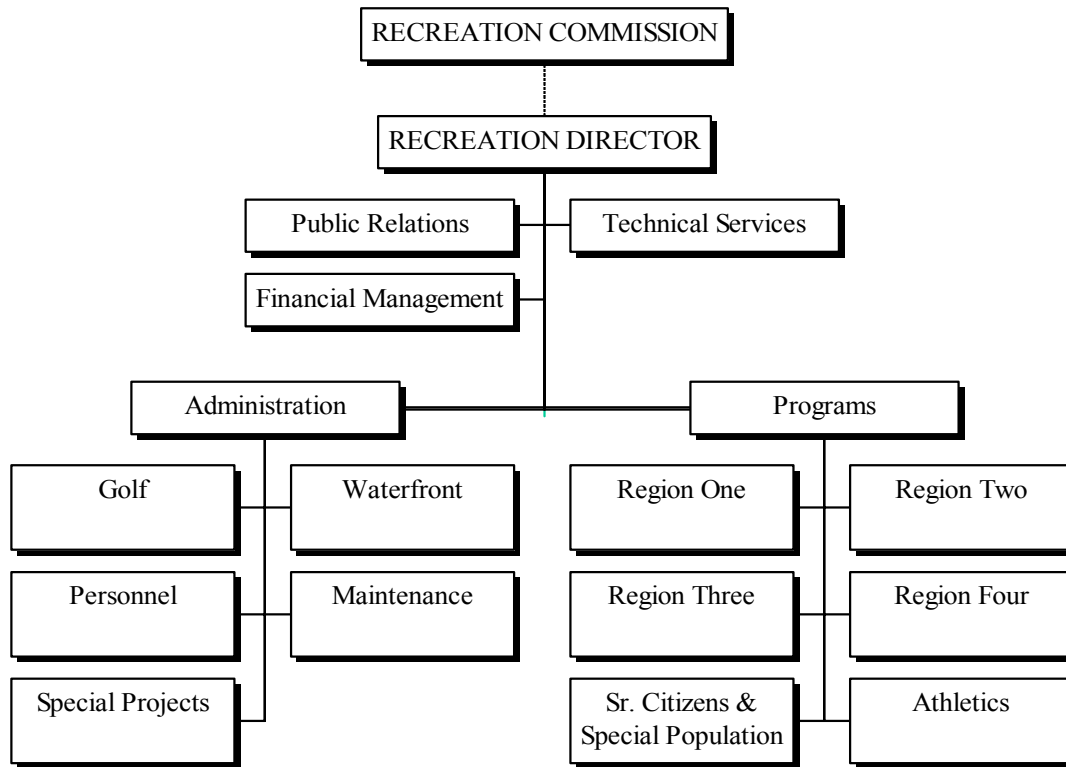
The total FTE is 547.4 for 2001 and 2002 which is a decrease of 13.0 FTE from the 2000 budget. The net increase of 9.0 FTE in the General Fund is primarily due to the transfer of 16.0 FTE to the General Fund from various Restricted Funds as part of the reorganization of the department. The transfer is to ensure that personnel that spend a significant portion of their time engaged in General Fund activities are not paid out of Funds restricted to non-General Fund activities. These additions are offset by the reduction of three management positions explained above as well as the elimination of various other vacant positions. The decrease of 22.0 FTE in the Restricted Funds is due to the transfer of 16.0 FTE to the General Fund as well as the elimination of six vacant positions due to increased operating efficiencies.



DEPARTMENT OF RECREATION

Mission Statement

The Cincinnati Recreation Commission is dedicated to providing recreational and cultural activities for all people in our neighborhoods and the whole community. We believe that by enhancing people's personal health and wellness, we strengthen and enrich the lives of our citizens and build a spirit of community in our City.



Functions & Duties

- ◆ **Regions 1 through 4:** These Divisions carry out the bulk of the community oriented recreation programs and services through the operation of recreation centers, senior centers and clubs, swimming pools, lighted school programs and a therapeutic program serving mentally and physically challenged youngsters and adults.
- ◆ **Municipal Golf:** This Division oversees the operation and maintenance of seven municipal golf courses encompassing two nine-hole courses, three eighteen-hole courses, and two twenty-seven-hole courses.
- ◆ **Athletics:** This Division, through a myriad of athletic programs, the majority of which are self-sustaining, provides high quality opportunities for athletic competition on both the individual and



Recreation (Cont'd)

team level for citizens of all ages. These include activities such as volleyball, baseball, softball, soccer, basketball, tennis and touch football.

- ◆ **Support Services:** This Division is comprised of the Director's Office, Technical Services and Maintenance, the Community Planning and Information Section, the Financial Management Section, and the Personnel Section. The Director of Recreation reports directly to the Public Recreation Commission that sets the policies under which the overall mission of the Department is carried out. The Technical Services and Maintenance Section is responsible for 204 individual recreation areas encompassing approximately 2,300 acres. This includes 45 combination recreation centers and senior centers, 105 play areas, 48 swimming pools, 7 golf courses, 125 tennis courts at 35 locations, athletic fields at 140 sites throughout the city, two boat ramps, the Airport Play Field, and the Central Riverfront. The Technical Services Section is responsible for the planning, design and development of new recreation facilities and the renovations to existing facilities. The Community Planning and Information Section is responsible for all department publicity and communications and master planning related to department programs and services. Its goal is to develop services that will promote a positive department and City image, enhance credibility and encourage greater private sector financial support and neighborhood volunteer support to the programs of the department. The Financial Management section has responsibility for providing a comprehensive financial management program to support the goals and objectives of the department. It prepares, manages and monitors the department's \$24 million all-funds operating budget, provides payroll and purchasing services, and oversees the collection and accounting of revenue from fee based activities. The Personnel Section has the responsibility of facilitating the employment and training of a diversified, qualified staff; providing equal opportunities for advancement; and providing oversight and training of all personnel records.
- ◆ **Senior Citizen & Special Population Services:** This Division is responsible for seniors, therapeutics, and youth and family services programming. Senior programming includes daily senior activities at centers across the City, Senior Hall of Fame events, Council on Aging activities and the Senior Olympics. Therapeutic Recreation provides programs for individuals with disabilities in both specialized programs and general recreation programs. Youth and family services specialize in facilitating and coordinating events and programs, including teen centers.
- ◆ **Waterfront:** This Division has full responsibility for the operation and maintenance of the Central Riverfront Complex, which includes Bicentennial Commons at Sawyer Point, Yeatman's Cove, the Public Landing, Concourse Fountain, Boat Marina, Serpentine Wall, Rowing and Fitness Center, and the historic Showboat Majestic. Emphasis is given to revenue producing activities and corporate sponsorships of special events conducted at these sites.



Recreation (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$14,544,650	\$14,560,480	0.1%	\$15,373,710	5.6%
Restricted Funds	\$9,163,060	\$9,490,300	3.6%	\$9,720,110	2.4%
Department Total	\$23,707,710	\$24,050,780	1.4%	\$25,093,820	4.3%
Debt Service	\$688,340	\$667,580	-3.0%	\$667,580	0.0%
Total With Employee Benefits	\$27,139,590	\$27,484,950	1.3%	\$28,600,350	4.1%
All Funds Staffing	517.8	463.5	-54.3	461.5	-2.0

Explanation of Budget Changes

The Department of Recreation's all funds 2001 departmental budget of \$24,050,780, not including employee benefits, is a 1.4% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget decrease is primarily due to a reduction of operating funds totaling \$155,000 for the new College Hill Community Center and a reduction of \$22,410 for the new Madisonville Community Center; the elimination of two full-time positions, which reduces the General Fund budget by \$37,950; a reduction to the petroleum products budget of \$13,580; and a reduction of \$65,000 for Recreation's portion of the City-wide Curfew Program. Funding is maintained in the Safety Department's budget to allow the program to operate on a limited basis. The 2001/2002 budget supports a program where Recreation centers would only be open during anticipated peak service periods. These reductions are partially offset by an increase of \$80,240 to support the Playground Initiative. The operating expenses for the College Hill and Madisonville Community Centers have been deferred until 2002 to coincide with the opening of these two community centers. After considering the budgeted wage and inflation increases, the Restricted Funds increase of 3.6% compared to the 2000 Restricted Funds budget is related to an increase of \$200,000 to the Municipal Golf Fund budget for horticultural supplies, pesticides, chemicals and equipment repair.

The Department of Recreation's all funds 2002 departmental budget of \$25,093,820, not including employee benefits, is a 4.3% increase from the 2001 budget. After considering the budgeted wage and inflation increases for 2002, the General Fund budget increase is due to the addition of operating costs for the new Madisonville Community Center totaling \$185,660 and operating costs for the new College Hill Community Center totaling \$445,580. These increases are offset by a reduction of \$153,440 for the elimination of three full-time positions. The 2002 Restricted Funds budget changes primarily by the budgeted wage and inflation increases.



Recreation (Cont'd)

Explanation of Staffing Changes

General Fund	(114.7)	Restricted Funds	60.4	All Funds	(54.3)
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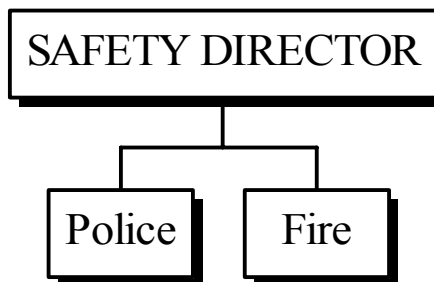
The total FTE is 463.5 for 2001 which is a 54.3 reduction from the 2000 budget. The General Fund decreases by 114.7 FTE which includes a shift of 62.4 FTE from the General Fund to the Recreation Special Activities Fund (323) in order to align these part-time positions with their actual funding source; the reduction of one full-time position; and the elimination of available part-time hours which equates to 51.3 FTE. The elimination of part-time hours reflects reductions in Recreation's part-time personnel budget and increases in entry-level salary ranges which reduces the amount of hours available for part-time positions. These part-time FTE reductions do not impact filled positions or current program services. The Restricted Funds FTE increases by 60.4 compared to 2000. The shift of 62.4 part-time FTE from the General Fund to the Recreation Special Activities Fund is offset by a reduction of two full-time positions in the Sawyer Point Fund (318). For 2002, the total FTE is 461.5 which is a decrease of 2.0 full-time FTE compared to the 2001 FTE level of 463.5.



DEPARTMENT OF SAFETY

Mission Statement

The mission of the Safety Department is to work in partnership with the citizens of Cincinnati to improve the quality of life by providing effective and efficient police, fire suppression, emergency medical services, and 911 emergency telephone services, and to work in partnership with City of Cincinnati agencies to provide radio maintenance services and emergency communications.



Safety Director's Office

Functions & Duties

- ◆ Duties performed include resolution of the following department-wide issues: personnel and human relations, budget coordination and monitoring, operational analyses, equipment and facility maintenance, coordination of special events, coordination of cost recovery for disaster and other emergencies, and City Council and citizen liaison.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$591,980	\$633,800	7.1%	\$642,610	1.4%
Restricted Funds					
Total	\$591,980	\$633,800	7.1%	\$642,610	1.4%
Total With Employee Benefits	\$687,900	\$727,670	5.8%	\$738,590	1.5%
All Funds Staffing	7.5	6.5	-1.0	6.5	0.0



Safety Director's Office (Cont'd)

Explanation of Budget Changes

The Safety Director's Office all funds 2001 departmental budget of \$633,800, not including employee benefits, is a 7.1% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget reflects the reduction of 1.0 FTE and the addition of \$35,000 for the Flying Pig Marathon. The 2002 budget increases by the budgeted wage and inflation increases, but is offset by a \$5,000 decrease in the 2001 funding for the Flying Pig Marathon.

Explanation of Staffing Changes

General Fund	(1.0)	Restricted Funds	0.0	All Funds	(1.0)
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The total FTE is 6.5 for 2001 and 2002 which is a decrease of 1.0 FTE from the 2000 budget. A Clerk Typist 3 was eliminated due to operating efficiencies.



Fire Division

Functions & Duties

- ◆ Duties include: *Operations* – fire suppression, emergency medical services, hazardous materials and special responses from 4 districts (26 fire houses, 12 of the 26 engine companies are paramedic engine companies, 13 ladder companies, 1 heavy rescue unit, 4 advanced life support transport units, 6 basic life support transport units, 2 fire boats, 1 rescue/EMS boat, 2 super foamer trucks, 1 aircraft rescue firefighting vehicle); *Fire Prevention* – environmental crimes, fire investigations, fire and hazardous materials code enforcement, and juvenile firesetter program; *Human Resource* – training, risk management, recruiting, and internal investigations; *Administrative Services* – fire dispatch, hydrants, facilities and equipment maintenance, and central stores; and *Chief's Office* – fiscal and budgetary management, information systems, performance monitoring, disaster management (including domestic preparedness to terrorism), and long term planning.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$50,660,540	\$52,719,750	4.1%	\$53,923,290	2.3%
Restricted Funds					
Total	\$50,660,540	\$52,719,750	4.1%	\$53,923,290	2.3%
Total With Employee Benefits	\$68,340,400	\$70,971,070	3.8%	\$72,585,390	2.3%
All Funds Staffing	842.5	842.5	0.0	842.5	0.0

Explanation of Budget Changes

The Fire Division's all funds 2001 departmental budget of \$52,719,750, not including employee benefits, is a 4.1% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is primarily due to the addition of \$437,860 for increased fleet charges, the addition of \$120,000 for cost increases in the Medical Director contract related to the City's EMS program, and the addition of \$139,190 which reflects a change in sworn staffing costs. The 2002 budget changes by the budgeted wage and inflation increases and the budgeted sworn staffing levels.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	0.0	All Funds	0.0
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The total FTE is 842.5 for 2001 and 2002, which is the same as the 2000 budget.



Police Division

Functions & Duties

The Police Division is the primary law enforcement agency of the City. The responsibilities of the Division are prevention of crime, protection of life and property, suppression of criminal activity, apprehension and prosecution of offenders and the preservation of public peace. Under the command of the Police Chief these responsibilities are divided among four bureaus and the training section as highlighted below:

- ◆ *Administration Bureau* – responsible for general administration including personnel, planning, crime analysis, internal investigations, records collection and processing and the public information office which is the Division liaison with citizens and the media;
- ◆ *Patrol Bureau* – provides uniformed response to citizen requests for police assistance, enforces criminal traffic laws, reports incidents and offenses and investigates criminal activity from 5 district stations, park and traffic units;
- ◆ *Investigation* – handles investigations and gathers intelligence involving vice activity, homicides, sex crimes, crimes against children and property crimes. Youth Services Section consists of the DARE, Gang and School Resource Officer units;
- ◆ *Resource* – consists of a variety of functions that support the operation including Police Communications, SWAT, Evidence/Property Management, Fiscal & Budget, Inspections, Information Technology Management, and Transportation/Fleet Management. It is responsible for maintaining auxiliary services which include answering citizens' calls for police, fire and emergency medical services, certain private wreckers and their operations, financial management, grant research and development, and the upgrading and maintenance of computer systems.
- ◆ *Training Section* – develops and conducts training programs in the areas of supervision, management, physical fitness, self-defense, officer survival, interpersonal skills, legal issues and current topics.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$77,650,940	\$80,386,210	3.5%	\$82,822,170	3.0%
Restricted Funds	\$1,518,830	\$1,901,400	25.2%	\$1,948,270	2.5%
Department Total	\$79,169,770	\$82,287,610	3.9%	\$84,770,440	3.0%
Debt Service	\$130,900	\$125,750	-3.9%	\$120,600	-4.1%
Total With Employee Benefits	\$100,969,930	\$104,857,780	3.9%	\$108,046,420	3.0%
All Funds Staffing	1,343.4	1,339.4	-4.0	1,339.4	0.0



Police (Cont'd)

Explanation of Budget Changes

The Police Division's all funds 2001 departmental budget of \$82,287,610, not including employee benefits, is a 3.9% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund budget change is primarily due to the addition of \$108,840 for increased fuel rates, the addition of \$173,190 which reflects a change in sworn staffing costs, and the reduction of \$226,730 for the elimination of non-sworn positions. After considering the budgeted wage and inflation increases, the Restricted Funds budget increase is due to the addition of \$91,200 in the Cable Communications Fund for two Radio Operator Technician positions and an increase of \$290,100 in the special revenue funds for new non-recurring expenses.

The Police Division's all funds 2002 budget of \$84,770,440, not including employee benefits, is a 3.0% increase from the 2001 budget. The 2002 General Fund budget changes by the budgeted wage and inflation increases and the budgeted sworn staffing levels. The 2002 Restricted Funds budget changes by the budgeted wage and inflation increases.

Explanation of Staffing Changes

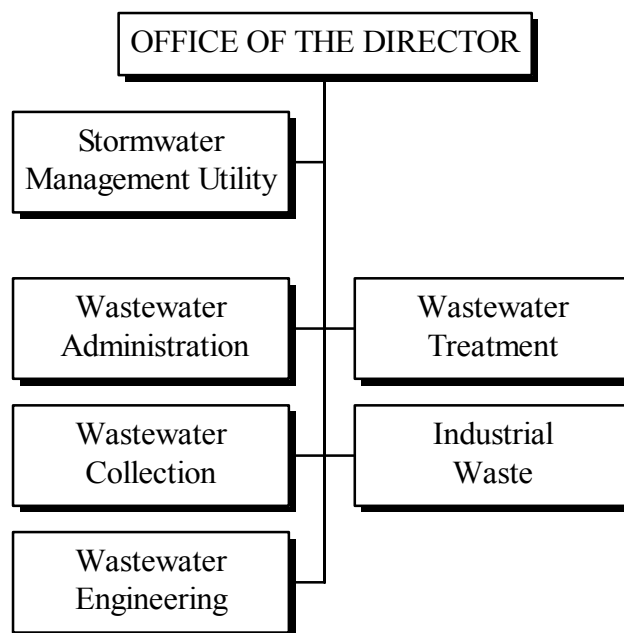
General Fund	(6.0)	Restricted Funds	2.0	All Funds	(4.0)
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The total FTE is 1,339.4 for 2001 and 2002 which is a net decrease of 4.0 FTE from the 2000 budget. Six non-sworn positions were eliminated from the General Fund budget due to operating efficiencies. The Cable Communications Fund increased by 2.0 FTE due to increased radio repairs related to the citywide communication system and other electronic equipment.

DEPARTMENT OF SEWERS

Mission Statement

The mission of the Department of Sewers is to protect and enhance water quality and the environment by providing safe and efficient wastewater collection and treatment to our customers.



Functions & Duties

The Department of Sewers is responsible for the management and operations of the Metropolitan Sewer District of Greater Cincinnati by agreement between the Board of Hamilton County Commissioners and the City of Cincinnati. The District serves 33 municipalities in addition to the unincorporated areas of Hamilton County.

The eight divisions of the district are as follows:

- ◆ **Wastewater Treatment:** Operates all treatment plants and pump/lift stations in compliance with all Federal and State permits in order to protect public health and to meet the goals and objectives of the Clean Water Act.
- ◆ **Wastewater Collection:** Provides a safe collection of sewage and industrial waste and conveys the wastewater to the treatment facilities.
- ◆ **Industrial Waste:** Responsible for the implementation of an industrial waste management and surcharge program which includes sampling, analyzing and the evaluation of industrial waste discharged to the public sewer system; is responsible for the district's compliance with the terms and conditions of the National Pretreatment Program and all supporting activities.



Sewers (Cont'd)

- ◆ **Wastewater Engineering:** Provides engineering services to the Sewer Department and the public to achieve a sanitary sewer system that complies with all applicable design usage and regulatory criteria to improve water quality and coordinates the planning and implementation of the District's Capital Improvement Program.
- ◆ **Wastewater Administration:** Manages and administers the personnel, financial, safety, stores, and reproduction activities and functions as the bridge between the operating divisions and other City agencies.
- ◆ **Stormwater Management Utility:** Protects Cincinnati by effective stormwater management through such activities as capital improvement projects, drainage master planning, regulation and enforcement, permit administration, routine maintenance, remedial maintenance, and flood control. This division has jurisdiction only in the City of Cincinnati, but it is managed by the Sewers Department.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$72,548,840	\$78,674,220	8.4%	\$78,472,350	-0.3%
Department Total	\$72,548,840	\$78,674,220	8.4%	\$78,472,350	-0.2%
Debt Service	\$39,316,200	\$41,908,900	6.6%	\$45,002,400	7.4%
Total With Employee Benefits	\$121,218,220	\$128,655,070	6.1%	\$131,746,480	2.4%
All Funds Staffing	769.0	753.0	-16.0	752.0	-1.0

Explanation of Budget Changes

The Department of Sewers all funds 2001 departmental budget of \$78,674,220, not including employee benefits, debt service, and overhead, is a 8.4% increase over the 2000 budget. The increase is due to the increase in the Metropolitan Sewer District (MSD) budget which is partially offset by a decrease in the Stormwater Management Utility (SMU) budget.



Sewers (Cont'd)

Explanation of Staffing Changes

General Fund **0.0** **Restricted Funds** **(16.0)** **All Funds** **(16.0)**

The total FTE is 753.0 for 2001 which is a reduction of 16.0 FTE from the 2000 budget. The MSD FTE count of 731.0 is a reduction of 10.0 FTE. This is a decrease of 13.0 FTE due to operating efficiencies, which is offset by an increase of 2.0 FTE to implement the 2001 phase of the Flow Monitoring/Modeling Program and 1.0 FTE which is a transfer from the Stormwater Management Utility. The SMU FTE count of 22.0 FTE is a reduction of 6.0 FTE due to operating efficiencies. The total FTE is 752.0 for 2002 which is a decrease of 1.0 FTE in MSD due to operating efficiencies.

Metropolitan Sewer District (MSD) Fund 701

The MSD departmental budget of \$74,107,050, not including employee benefits, debt service, and overhead, is an increase of 9.4% from the 2000 budget. After considering the budgeted wage and inflation increases, the MSD Fund budget change is due to an increase of \$500,000 for the expanded manhole rehabilitation and repair/replacement programs related to EPA compliance; an increase of \$1,850,000 for compliance with the EPA mandated data collection and monitoring program; an increase of \$400,000 to introduce an environmentally sound chemical treatment initiative into the Root Intrusion elimination program in order to keep sewer lines open and functional; an increase of \$300,000 to implement a small non-emergency sewer repair program; an increase of \$600,000 in legal services related to EPA issues in order to effectively represent MSD and reduce potential costs related to EPA compliance; and an increase of \$500,000 for the full-year funding of the 19 positions added in 2000 to implement the new and expanded Sewer Cleaning and Inspection program, Internal Lining Rehabilitation program, Manhole Rehabilitation program, and Flow Monitoring/Modeling Program. After considering the budgeted wage and inflation increases, the 2002 budget change is primarily due to the reduction of \$1,850,000 for the 2001 EPA mandated data collection and monitoring program and \$80,000 for the reduction of 1.0 FTE due to operating efficiencies.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$67,727,080	\$74,107,050	9.4%	\$73,893,960	-0.3%
Department Total	\$67,727,080	\$74,107,050	9.4%	\$73,893,960	-0.3%
Debt Service	\$38,000,000	\$40,700,000	7.1%	\$43,837,000	7.7%
Total With Employee Benefits	\$114,738,680	\$122,631,370	6.8%	\$125,748,940	2.5%
All Funds Staffing	741.0	731.0	-10.0	730.0	-1.0



Sewers (Cont'd)

Stormwater Management Utility (SMU) Fund 107

The 2001 SMU budget of \$4,567,170, not including employee benefits, debt service, and overhead, is a decrease of 5.3% from the 2000 budget. After considering the budgeted wage and inflation increases, the SMU Fund budget change is primarily due to a decrease of \$315,000 in salary costs due to ongoing staff reductions, a decrease of \$111,000 for the City's 2001 contribution to the Millcreek Valley Conservancy District, and to \$75,000 of various other non-personnel decreases in the departmental budget reflecting a more efficient operation. These decreases are offset by an increase of \$200,000 due to the City's expanded street rehabilitation program which increases SMU's costs related to replacing inlets and catch basins. The 2002 budget changes primarily by the budgeted wage and inflation increases and a decrease of \$100,000 for the City's 2002 contribution to the Millcreek Valley Conservancy District.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$4,821,760	\$4,567,170	-5.3%	\$4,578,390	0.2%
Department Total	\$4,821,760	\$4,567,170	-5.3%	\$4,578,390	0.2%
Debt Service	\$1,316,200	\$1,208,900	-8.2%	\$1,165,400	-3.6%
Total With Employee Benefits	\$6,479,540	\$6,023,700	-7.0%	\$5,997,540	-0.4%
All Funds Staffing	28.0	22.0	-6.0	22.0	0.0



SOUTHWEST OHIO REGIONAL TRANSIT AUTHORITY (SORTA)

Mission Statement

The mission of the Southwest Ohio Regional Transit Authority is to provide an excellent mass transit system for Greater Cincinnati.

Functions & Duties

- ♦ SORTA is a quasi-governmental regional authority created by State law. The City's Transit Fund supports about 33% of the annual costs of the system. Fare box receipts, Federal and State grants, and miscellaneous revenue provide the other 67% of the SORTA budget. Queen City Metro, which is the operating agency of SORTA, provides bus service within the Hamilton County area primarily for the benefit of City residents. SORTA also provides ACCESS service to people with disabilities in Greater Cincinnati.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$37,399,690	\$37,694,920	0.8%	\$39,324,400	4.3%
Total	\$37,399,690	\$37,694,920	0.8%	\$39,324,400	4.3%
Total With Employee Benefits	\$37,399,690	\$37,694,920	0.8%	\$39,324,400	4.3%
All Funds Staffing	0.0	0.0	0.0	0.0	0.0

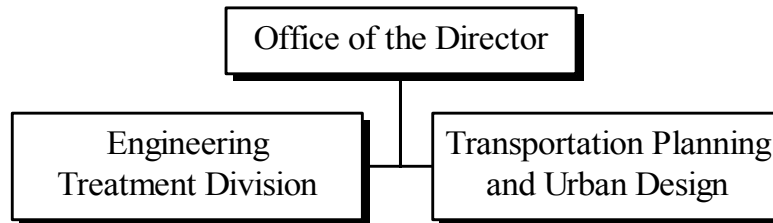
Explanation to Budget Changes

The 2001 Transit Fund budget for the City's contract with SORTA is a 0.8% increase from 2000. The 2001 budget amount of \$37,694,920 is comprised of \$28,133,760 for operating and \$9,561,160 for capital local match. The budget change is primarily due to an increase in the SORTA operating budget resulting from decreases in other revenue sources: passenger revenue, non-transportation revenue, and advertising revenue. After decreasing the capital budget in 2001, the 2002 capital budget shows a slight increase resulting in a total 2002 budget of \$39,324,400, which includes an operating budget of \$28,403,000 and a capital budget of \$10,921,400.

TRANSPORTATION AND ENGINEERING DEPARTMENT

Mission Statement

The mission of the Department of Transportation and Engineering is to plan, design, build, and manage the maintenance of a balanced transportation network and its rights-of-ways to respond to the varying needs for mobility of persons, goods and services and foster a sustainable, well designed, balanced environment.



Functions & Duties

- ♦ **Office of the Director:** The Director's Office plays a leadership role in the development, delivery and management of the strategic vision necessary for a balanced regional transportation network and right-of-way resource that responds to the needs of the City of Cincinnati and the region.
- ♦ **Engineering Division:** The Engineering Division provides high quality and cost effective civil engineering and structural design, geotechnical services, surveying, bicycle path planning and construction management services to deliver projects and to manage the maintenance of right-of-way facilities. The Division provides for the safety and convenience of the traveling public and enhances the environment by beautifying, preserving and improving the City's infrastructure and rights-of-ways.
- ♦ **Transportation Planning and Urban Design Division:** The Transportation Planning and Urban Design Division develops regional and citywide transportation plans and policies coordinating all the transportation disciplines with the City Planning Department's land use planning; including highway, roadway, transit, railroad pedestrian, bicycle, and waterway to achieve the City's transportation and right-of-way management objectives. The Division provides graphic and urban design services to further these objectives.



Transportation and Engineering (Cont'd)

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund	\$1,869,630	\$1,903,310	1.8%	\$1,933,580	1.6%
Restricted Funds	\$2,831,470	\$3,035,220	7.2%	\$3,064,810	1.0%
Department Total	\$4,701,100	\$4,938,530	5.1%	\$4,998,390	1.2%
Debt Service	\$1,038,130	\$963,750	-7.2%	\$963,750	0.0%
Total With Employee Benefits	\$6,661,320	\$6,869,620	3.1%	\$6,939,230	1.0%
All Funds Staffing	166.0	164.0	-2.0	163.0	-1.0

Explanation of Budget Changes

The Transportation and Engineering Department's all funds 2001 departmental budget of \$4,938,530, not including employee benefits, is a 5.1% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the General Fund change is due to the addition of \$37,340 to allow for a greater percentage of pure planning activities in the Transportation Planning/Urban Design Division offset by a decrease of \$13,040 for the elimination of a vacant Architectural Technician position. The 2001 Restricted Funds budget change is due to the addition of \$70,000 in the Transit Fund transferred from Budget and Evaluation for Transportation and Engineering's assumption of administrative and planning responsibilities associated with the Transit Fund activities, the addition of \$40,000 in the Infrastructure Fund to develop an inventory system for all non-roadway assets, and the addition of \$63,220 in the Infrastructure Fund to allow for a greater percentage of pure planning activities in the Transportation Planning and Urban Design Division. The 2002 budget changes primarily by the budgeted wage and inflation increases offset by a decrease of \$13,710 for the elimination of a Supervising Engineer position in the General Fund.

Explanation of Staffing Changes

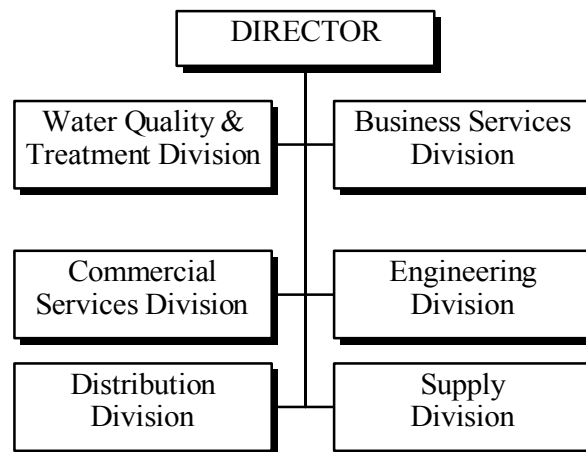
General Fund (3.0) Restricted Funds 1.0 All Funds (2.0)

The total FTE is 164.0 for 2001 which is a decrease of 2.0 FTE from the 2000 budget. This change is due to the elimination of a vacant Architectural Technician 1 position and a vacant Supervising Clerk position in the General Fund due to operating efficiencies and the transfer of funding for a Principal Engineer position from the General Fund to the Infrastructure Fund. For 2002 the total FTE is 163.0 which is a decrease of 1.0 FTE from the 2001 budget. This change is due to the elimination of a Supervising Engineer position in the General Fund when this position becomes vacant in 2002.

DEPARTMENT OF WATER WORKS

Mission Statement

The mission of the Cincinnati Water Works is to provide its customers with a plentiful supply of the highest quality water and outstanding services in a financially responsible manner.



Functions & Duties

The Cincinnati Water Works, a municipally owned and operated utility, was purchased by the City of Cincinnati from a private owner in 1839. The service area of the Cincinnati Water Works has grown and now includes the entire City of Cincinnati, approximately 90% of the rest of Hamilton County and areas in the adjacent counties of Butler, Warren, and Clermont. In total, the Department's service area is approximately 325 square miles. The City recently expanded the Cincinnati Water Works' service area by agreeing to provide water to the City of Florence and Boone County, Kentucky beginning in 2003. The Cincinnati Water Works is responsible for the operation, maintenance, and capital planning for the entire service area.

- ◆ **Business Services Division:** Responsible for the general administration of the Department, including personnel, purchasing, legal and contractual services. This Division also oversees employee safety, security of plants and facilities, and the financial management of the organization.
- ◆ **Commercial Services Division:** Responsible for the billing and collection of water and sewer bills. This includes the reading of water meters, the maintenance and repair of such meters, maintaining customer accounting records and the collection of payments, both current and delinquent.
- ◆ **Supply Division:** Responsible for the operation and maintenance of the two water treatment plants: the Miller Plant (California) and the Bolton Plant (Fairfield, Ohio). The Supply Division also operates sixteen pumping facilities throughout the distribution system.
- ◆ **Distribution Division:** Maintains the Cincinnati Water Works' distribution system, consisting of over 2,800 miles of underground mains, 220,000 service branches, and thousands of valves and appurtenances throughout the Greater Cincinnati area.

Departmental Budgets



Water Works (Cont'd)

- ◆ **Engineering Division:** Responsible for field, plant, and facility design. This Division is also responsible for construction, system records, capital investment, and maintenance planning.
- ◆ **Water Quality & Treatment Division:** Responsible for all water quality and treatment activities at the Miller Plant, Bolton Plant, and throughout the distribution system. This Division is also responsible for maintaining compliance with all State and Federal EPA regulations along with responding to consumers' water quality concerns and conducting studies and research to optimize product quality and cost.

Expenditure (in \$) and Staffing (in FTE) Summary

	2000	2001	Change	2002	Change
General Fund					
Restricted Funds	\$47,562,600	\$49,289,480	3.6%	\$49,913,670	1.3%
Total	\$47,562,600	\$49,289,480	3.6%	\$49,913,670	1.3%
Debt Service	\$21,040,000	\$25,825,420	22.7%	\$28,947,420	12.1%
Total With Employee Benefits	\$76,346,240	\$82,165,670	7.6%	\$86,086,350	4.8%
All Funds Staffing	641.6	634.8	-6.8	634.8	0.0

Explanation of Budget Changes

The Cincinnati Water Works all funds 2001 departmental budget of \$49,289,480, not including employee benefits, debt service, and overhead, is a 3.6% increase from the 2000 budget. After considering the budgeted wage and inflation increases, the budget change is primarily due to a one-time increase of \$325,000 to conduct two regulatory requirement studies, an increase of \$156,500 to fund the acceptance of credit/debit cards payment of water bills and sundry items over the telephone and through the Web, a one-time increase of \$150,000 to develop and implement a significantly enhanced Internet Web page, an increase of \$67,630 for technical services to develop system interfaces and functionality improvements which will provide for more efficient and effective communication with CWW customers, and a one-time increase of \$52,000 for CWW's share of a Digital Ortho Photograph of the City. The 22.7% increase in the 2001 debt service budget is due to an increase in planned capital investment. The 2002 budget changes primarily by the budgeted wage and inflation increases and a decrease of \$527,000 in 2001 one-time costs mentioned above.

Explanation of Staffing Changes

General Fund	0.0	Restricted Funds	(6.8)	All Funds	(6.8)
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The total FTE is 634.8 for 2001 and 2002 which is decrease of 6.8 FTE from the 2000 budget. This decrease is due to operating efficiencies.